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Form #A-24 (08/30/95)

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: June 4, 2018

TO THE HONORABLE GOVERNOR & COUNCIL:

The Banking Department requests permission for 1 employee(s) or their designee(s) to travel to Washington, DC for 4 days of out of state travel status from Monday, July 16, 2018 to Thursday, July 19, 2018

Conference/Workshop/Seminar Title

Advanced Bank Secrecy Act/Anti-Money Laundering Specialists Conference

Purpose of Travel

Training

A request is being made, per Admin Rule 1102(H), for Denise St. Pierre to receive a **\$404.80** Cash Advance to cover anticipated expenses while in Washington, DC.

Estimated Costs – Meals/Hotel/Mileage/Misc. – 404.80

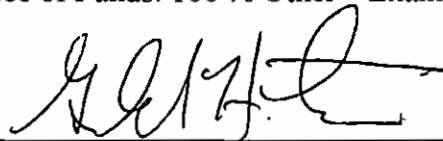
The above travel costs will be paid from agency income, examination fees – 100% Other

Attendees and their Titles

Denise St. Pierre, Bank Examiner

<u>Obj</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
500710	Common Carriers	\$ 110.00	Appropriation for Travel	\$ 60,000.00
500711	Per Diem in Lieu	\$	Amount Expended to Date	\$ 0.00
500712	Meals	\$ 224.00	Available Balance	\$ 60,000.00
500713	Hotels	\$	Amount Requested for this Authorization	\$ 404.80
500714	Mileage	\$ 21.80	Estimated Balance Available	\$ 59,595.20
500715	Operation State Vehicle	\$		
500717	Miscellaneous	\$ 49.00	Appropriation Code 010-072-20460000-080	
500719	Registration Fee	\$	Source of Funds: 100 % Other – Examination Fee	
	Total	\$ 404.80		

Authorized Signature



Gerald H. Little
Commissioner

Fiscal Information - Summary

Information included below is provided to give a complete breakdown for the total expected costs of the trip.

Common Carriers – Baggage fees (\$50.00) and Taxi (\$60.00)	\$	110.00
Meals - 4 Days at \$64.00 - 75% for first and last day	\$	224.00
Hotel -	\$	
Mileage - Mileage to and from airport	\$	21.80
Miscellaneous Expenses – Parking and Maid Tip	\$	49.00
Total	\$	<u>404.80</u>