

AK IA

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

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: November 2, 2016

TO THE HONORABLE GOVERNOR & COUNCIL:

The Banking Department requests permission for 1 employee(s) or their designee(s) to travel to Austin, Texas for 5 days of out of state travel status from Monday, December 5, 2016 to Friday, December 9, 2016

Conference/Workshop/Seminar Title

Out of State Meeting

Purpose of Travel

To participate in the National Examination Committee

A request is being made, per Admin Rule 1102(H), for Denise L. St. Pierre to receive a **\$1,584** Cash Advance to cover anticipated expenses while in Austin, Texas.

Estimated Costs – Meals/Hotel/Mileage/Misc. – \$1,584.00

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

Attendees and their Titles

Denise L. St. Pierre, Bank Examiner

<u>Obj</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
500710	Common Carriers	\$ 605	Appropriation for Out-of-State Travel	\$ 60,000
500711	Per Diem in Lieu	\$	Amount Expended to Date	\$ 7,505
500712	Meals	\$ 243	Available Balance	\$ 52,495
500713	Hotels	\$ 652	Amount Requested for this Authorization	\$ 1,584
500714	Mileage	\$ 22	Estimated Balance Available	\$ 50,911
500715	Operation State Vehicle	\$		
500717	Miscellaneous	\$ 62	Appropriation Code 010-072-20460000-080	
500719	Registration Fee	\$	Source of Funds: 100 % Other – Examination Fee	
	Total	\$ <u>1,584</u>		

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 – Milne Travel Quote	\$	605
Meals - 3 Days at \$54.00 Per Day, \$40.50 for First and Last Day (75%). Total of 5 Days	\$	243
Hotel - Rooms Blocked by Sponsor	\$	652
Mileage - Mileage to and from Manchester Boston Regional Airport, Manchester, NH @ \$0.54 Per Mile	\$	22
Miscellaneous Expenses – Airport Parking and Maid Tip	\$	62
	Total \$	<u>1,584</u>