



City of North Miami Beach, Florida

PRE-TRAVEL AUTHORIZATION FORM

Name: Michael Joseph Phone: 305-948-2986
Department: Mayor & Commission Division: 100
Purpose of Travel: LAS VEGAS CONVENTION CENTER (LVCC) LOOP TOUR

Dates of Travel: 08/04/2021 to 08/06/2021

Account Number(s): 010117-511405/540

Estimated Cost:

1. Registration: \$ _____
 2. Hotel: \$ 276.44
 3. Air Fare: \$ 378.80
 4. Meals: \$ 122.00
 5. Car Rental: \$ _____
 6. Mileage: \$ _____ Miles _____ x \$ _____ rate
 7. Other: \$ _____ (Explain) UBERS
- Total:** \$ 777.24

Additional Comments: Pending Travel Expenses

Requestor's Signature:  Date: 7/29/2021

Supervisor's Signature _____ Date: _____

Department Director/CM Signature:  Date: 7/30/21