

San Augustine County Travel per Diem Meal Voucher

Date Submitted: 1-22-26

Employee Name: Pam Smith

Name and Location of Out of Town Training / School Event:

PFJA - San Marcos Tx

Training / School Start Date: Feb 1, 2026

RECEIVED
01/18/24
1/22/26

Training / School End Date: Feb 5, 2026

Total per Diem Days 3 x \$60 = \$300

1040752100
\$300

Employee Signature: Pam Smith

Supervisor Signature*

*Supervisor signature is NOT required for Elected Official or Department Head

Please submit per diem meal vouchers to County Treasurer's Office at least two weeks prior to the date of departure.

All vouchers will be submitted to Commissioners Court for approval. Per Diem meal checks must be picked up at the County Treasurer's officer prior to the date of travel.

NOTE:

County credit cards should not be used for meals except in cases of a travel emergency.

(Note – charges made to county credit card for full day travel per diem meals must be reimbursed by the employee, or deducted from the employee's trip voucher.)

Judge Signature: JB

Per Diem approved in Commissioners Court on: _____

San Augustine County Travel per Diem Meal Voucher

Date Submitted: 1-12-26

Employee Name: Jeannette Bryan

Name and Location of Out of Town Training / School Event:

2020 County & District Clerks' Association of Texas
Winter Conference

Training / School Start Date: February 9, 2020

Training / School End Date: February 13, 2020

Total per Diem Days 5 X \$60 = \$300.00

Employee Signature Jeannette Bryan

Supervisor Signature* _____

*Supervisor signature is NOT required for Elected Official or Department Head

Please submit per diem meal vouchers to County Treasurer's Office at least two weeks prior to the date of departure.

All vouchers will be submitted to Commissioners Court for approval. Per Diem meal checks must be picked up at the County Treasurer's officer prior to the date of travel.

NOTE:

County credit cards should not be used for meals except in cases of a travel emergency.

(Note – charges made to county credit card for full day travel per diem meals must be reimbursed by the employee, or deducted from the employee's trip voucher.)

Judge Signature: JB

Per Diem approved in Commissioners Court on: _____

San Augustine County Travel per Diem Meal Voucher

Date Submitted: 1/12/26Employee Name: Mango Noble

Name and Location of Out of Town Training / School Event:

County & District Clerks Association Winter ConferenceSan MarcosTraining / School Start Date: 2/9/26

VENUE # 01051
DATE 1/14/26
TIME 10:00 AM
FEE \$352.00
AMOUNT \$300

Training / School End Date: 2/13/26Total per Diem Days 5 x \$60 = \$ 300.00

Employee Signature _____

Supervisor Signature* Mango Noble

*Supervisor signature is NOT required for Elected Official or Department Head

Please submit per diem meal vouchers to County Treasurer's Office at least two weeks prior to the date of departure.

All vouchers will be submitted to Commissioners Court for approval. Per Diem meal checks must be picked up at the County Treasurer's officer prior to the date of travel.

NOTE:

County credit cards should not be used for meals except in cases of a travel emergency.

(Note -- charges made to county credit card for full day travel per diem meals must be reimbursed by the employee, or deducted from the employee's trip voucher.)

Judge Signature: JB

Per Diem approved in Commissioners Court on: _____

San Augustine County Travel per Diem Meal Voucher

Date Submitted: 1-5-26

Employee Name: Ben Miller

Name and Location of Out of Town Training / School Event:

Denton, Texas
Comstable Continued Education

Training / School Start Date: February 2, 2026

Training / School End Date: Feb 5th, 2026

Total per Diem Days 4 X \$60 = \$ 240.00

Employee Signature _____

Supervisor Signature* _____

VENDOR	<u>00131</u>
RECEIVED	<u>1/5/26</u>
FOR	
CODE	<u>1045552190</u>
AMOUNT	<u>\$240</u>

*Supervisor signature is NOT required for Elected Official or Department Head

Please submit per diem meal vouchers to County Treasurer's Office at least two weeks prior to the date of departure.

All vouchers will be submitted to Commissioners Court for approval. Per Diem meal checks must be picked up at the County Treasurer's officer prior to the date of travel.

NOTE:

County credit cards should not be used for meals except in cases of a travel emergency.

(Note – charges made to county credit card for full day travel per diem meals must be reimbursed by the employee, or deducted from the employee's trip voucher.)

Judge Signature: _____

Per Diem approved in Commissioners Court on: _____