



# OUT-OF-STATE TRAVEL

Board Member Only - Travel Authorization / Request For Payment

Attach copy of the **Travel Worksheet**, **Registration Forms**, and other pertinent documentation for this claim.  
Travel **will not** be processed until all information is received.

## CONFERENCE / SEMINAR INFORMATION

**Name:** Chairwoman Lisa A. Bartlett **Job Title:** Board Member

**Department:** \_\_\_\_\_ **Destination:** New York, NY

**Program Name:** New York Annual Rating Agency Trip

**Description / Justification:** OCTA will conduct a series of meetings with the rating agencies, financing institutions, and other interested parties in New York. Traditionally, the Chair, Vice-Chair of the Board, and the Chairman of the F&A Committee represent the Board of Directors on the trip. This year, OCTA representatives will be discussing various issues affecting the agency with New York analysts, including OCTA's upcoming financing plans, the progress on the I-405 Improvement Project, 91 Express Lanes, M2 Program, sales tax collections, FY 2018-19 approved budget, and the status of the local economy. The meetings will take place on June 21 and June 22, 2018.

## COMMENTS

<b>Conference / Seminar Date:</b>	<b>Departure Date:</b> 6/20/18	<b>Employee</b>
<b>Payment Due Date:</b>	<b>Return Date:</b> 6/23/18	<b>ID #:</b> 4568

## ESTIMATED EXPENDITURES

<b>Transportation</b>	\$600.00
<b>Meals</b>	\$296.00
<b>Lodging</b>	\$1,585.29
<b>Registration</b>	
<b>Other</b>	\$100.00
<b>Total</b>	\$2,581.29

## APPROVALS

Please Sign:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

## ACCOUNTING CODES

<b>Travel Org. Key:</b> 0017	<b>Object:</b> 7655	<b>Job Key:</b> M0201	<b>JL:</b> B4B
<b>Registration Org. Key:</b>	<b>Object:</b>	<b>Job Key:</b>	<b>JL:</b>
<b>Month:</b> June	<b>FY:</b> 17/18	<b>Board Date:</b> February 26, 2018	<b>T/A:</b> 588



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## CONFERENCE / SEMINAR INFORMATION

**Name:** Vice Chairman Tim Shaw **Job Title:** Board Member

**Department:** **Destination:** New York, NY

**Program Name:** New York Annual Rating Agency Trip

**Description / Justification:** OCTA will conduct a series of meetings with the rating agencies, financing institutions, and other interested parties in New York. Traditionally, the Chair, Vice-Chair of the Board, and the Chairman of the F&A Committee represent the Board of Directors on the trip. This year, OCTA representatives will be discussing various issues affecting the agency with New York analysts, including OCTA's upcoming financing plans, the progress on the I-405 Improvement Project, 91 Express Lanes, M2 Program, sales tax collections, FY 2018-19 approved budget, and the status of the local economy. The meetings will take place on June 21 and June 22, 2018.

## COMMENTS

<b>Conference / Seminar Date:</b>	<b>Departure Date:</b> 6/20/18	<b>Employee</b>
<b>Payment Due Date:</b>	<b>Return Date:</b> 6/23/18	<b>ID #:</b> 4433

## ESTIMATED EXPENDITURES

<b>Transportation</b>	\$600.00
<b>Meals</b>	\$296.00
<b>Lodging</b>	\$1,585.29
<b>Registration</b>	
<b>Other</b>	\$100.00
<b>Total</b>	\$2,581.29

## APPROVALS

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\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

## ACCOUNTING CODES

<b>Travel Org. Key:</b> 0017	<b>Object:</b> 7655	<b>Job Key:</b> M0201	<b>JL:</b> B4B
<b>Registration Org. Key:</b>	<b>Object:</b>	<b>Job Key:</b>	<b>JL:</b>
<b>Month:</b> June	<b>FY:</b> 17/18	<b>Board Date:</b> February 26, 2018	<b>T/A:</b> 589



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## CONFERENCE / SEMINAR INFORMATION

**Name:** Fin. & Admin. Chairman Andrew Do **Job Title:** Board Member

**Department:** \_\_\_\_\_ **Destination:** New York, NY

**Program Name:** New York Annual Rating Agency Trip

**Description / Justification:** OCTA will conduct a series of meetings with the rating agencies, financing institutions, and other interested parties in New York. Traditionally, the Chair, Vice-Chair of the Board, and the Chairman of the F&A Committee represent the Board of Directors on the trip. This year, OCTA representatives will be discussing various issues affecting the agency with New York analysts, including OCTA's upcoming financing plans, the progress on the I-405 Improvement Project, 91 Express Lanes, M2 Program, sales tax collections, FY 2018-19 approved budget, and the status of the local economy. The meetings will take place on June 21 and June 22, 2018.

## COMMENTS

<b>Conference / Seminar Date:</b>	<b>Departure Date:</b> 6/20/18	<b>Employee</b>
<b>Payment Due Date:</b>	<b>Return Date:</b> 6/23/18	<b>ID #:</b> 4584

## ESTIMATED EXPENDITURES

<b>Transportation</b>	\$600.00
<b>Meals</b>	\$296.00
<b>Lodging</b>	\$1,585.29
<b>Registration</b>	
<b>Other</b>	\$100.00
<b>Total</b>	\$2,581.29

## APPROVALS

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\_\_\_\_\_  
Date

## ACCOUNTING CODES

<b>Travel Org. Key:</b> 0017	<b>Object:</b> 7655	<b>Job Key:</b> M0201	<b>JL:</b> B4B
<b>Registration Org. Key:</b>	<b>Object:</b>	<b>Job Key:</b>	<b>JL:</b>
<b>Month:</b> June	<b>FY:</b> 17/18	<b>Board Date:</b> February 26, 2018	<b>T/A:</b> 590