



Erie County Technical School

Request for Travel Authorization

Date of Request: 6-7-18

Requestor Name: JOE SALORINO Position: GRAPHICS INSTRUCTOR

Destination: PRINT 18 - CHICAGO Over 400 miles (☒ Yes or ☐ No)

Purpose of Trip: REQUIRED TRADE SHOW FOR PRINTED ACCREDITATION

Date(s) of Trip: SEPT 30 - OCT 2, 2018

Total Estimated Expenses: (Registration fees, hotel, food, mileage) \$ #730.00
(PLUS SCHOOL CAR)

Signature: [Signature] Date: 6-7-18

Routing:

1. Supervisor's Approval

Signature: Joseph Tarasovitch Date: 6/14/18

2. Director's Approval

Signature: Joseph Tarasovitch Date: 6/14/18

3. Board Approval (travel over 400 miles):

Signature: _____ Date: _____

Copies: Original to requestor, copy to Supervisor, copy to Business Office