

TRAVEL APPROVAL FORM

Department: EXT/665

Event Name: HOUSTON LIVESTOCK SHOW

Location: HOUSTON, TX

Event Dates: 3/12/24-3/15/24

Purpose: Required Continuing Education/Certification
 Job Training
 Other: _____

Name of Attendees:
KRISTEN CLARK _____

Court Decision:
This section to be completed by County Judge's Office



March 11, 2024

Required Documents Checklist:

**** Same-Day Travel - Commissioners Court Approval is not required ****

Overnight Travel

- Travel Approval Form
- Registration Information or Confirmation
- Itinerary, Agenda, or Breakdown
- Hotel Information, Confirmation, or Hotel Reservation Request Form

For Out of State Travel, please also include:

- Cost Estimation Breakdown for Trip with Airfare, Rental Car, Meals, Hotel, Etc.
- Narrative as to why the Out of State Travel is necessary

Signature of Elected Official/Department Head: 

8:30 a.m.	Intercollegiate Wool Judging Contest Begins	NRG Center – TBD
11 a.m.	Registration: 4-H/FFA Wool Judging Contest	NRG Center – TBD
	Registration: 4-H/FFA Livestock Judging Contest	NRG Arena – Sales Pavilion
	Junior Market Steer Show – Wave I (Show A: <i>Simmental, Maine-Anjou, Charolais, Shorthorn, ABC</i>)	NRG Center – Main Arena
Noon	Release: Junior Market Barrows – TACK ONLY	
	Release: <i>Non-Placing Steers; must be out by 5 p.m. on 3/12 (Exception: Grand/Reserve Breed Champions, 1st, & 2nd place steers, steers classified as Red, Black or Other Cross)</i>	
	Orientation: 4-H/FFA Livestock Judging <i>Contestants & Coaches ONLY</i>	NRG Arena – Sales Pavilion
12:30 p.m.	4-H/FFA Livestock Judging Contest Begins Results & awards no earlier than 4:30 p.m.	NRG Arena – Sales Pavilion
1 p.m.	4-H & FFA Wool Judging Contest	NRG Center – TBD
	Intercollegiate Livestock Judging Contest Reasons	Crown Plaza Hotel Med Ctr & Galleria Area
4 p.m.	4-H & FFA Wool Judging Contest Results & Awards	NRG Center – TBD
5 p.m.	4-H/FFA Livestock Calf Scramble Reception	NRG Arena – Rooms 2 & 3
6 p.m.	Intercollegiate Wool Judging Awards Dinner	NRG Center – TBD

TUESDAY, MARCH 12

1 a.m.	Move-In: Junior Market Barrows <i>(must be in place at Airport Blvd by 10 a.m. and checked in by 1 p.m.) (Wave II - Berkshire, Chester White/Landrace, Duroc, Yorkshire, Other Crossbred II)</i>	
7:30 a.m.	Food Challenge Contest Round 1 Check-in	NRG Arena – Sales Pavilion
8 a.m.	Junior Market Steer Show (Wave 1 continued) (Show B: <i>Brahman, Brangus, Santa Gertrudis, Simbrah</i>)	NRG Center – Main Arena
	Intercollegiate Livestock Judging Awards Breakfast	NRG Center – 600 Series
2:30 p.m.	4-H & FFA Food Challenge Preliminary Awards	NRG Arena – Sales Pavilion
3 p.m.	4-H/FFA Food Challenge Finals Challenge	NRG Arena – Sales Pavilion
5 p.m.	Lil' Rustlers	NRG Center – Main Arena
5:30 p.m.	4-H & FFA Food Challenge Finals Awards	NRG Arena – Sales Pavilion

WEDNESDAY, MARCH 13

- 1 a.m. *Move-In:* Junior Market Steers Wave 2 (Must be in place by 6 a.m. and checked in by 11:30 a.m.)**
(Breeds: Angus, Black Cross, Hereford, Polled Hereford, Limousin, Other Cross, Red Angus, and Red Cross)
- 8 a.m.** Junior Market Barrow Show – Wave II
(**Show C:** Duroc, Berkshire, Yorkshire, Chester White/Landrace)
NRG Center – East Arena
Ag Robotics Contest Registration
NRG Arena – Sales Pavilion
- 8:30 a.m.** Registration: Agriculture Product Identification Contest
NRG Center – Rooms 201 – 203
- 9 a.m.** Ag Robotics Contest Orientation
NRG Arena – Sales Pavilion
Agriculture Product Identification Contest
(Awards upon conclusion of contest)
NRG Center – Rooms 201 - 203
- 9:45 a.m.** Ag Robotics Contest Programming & Practice
NRG Arena – Sales Pavilion
- 11:15 a.m.** Ag Robotics Contest Competition
NRG Arena – Sales Pavilion
- Noon Release:** Barrows – TACK ONLY
- 1 p.m.** Junior Market Steer (Classify)
NRG Center – Main Arena
- 3 p.m.** Ag Robotics Contest Awards
NRG Arena – Sales Pavilion

THURSDAY, MARCH 14

- 7 a.m. Release:** Barrow TACK ONLY
- 7:30 a.m.** Veterinary Science Contest Registration
NRG Center – Rooms 201 - 203
- 8 a.m.** Junior Market Scramble Steer Show – Wave 2
(Awards Presentation to follow show)
Junior Market Barrow Show
(**Show D:** Other Crossbred II)
NRG Center – East Arena
- 8:30 a.m.** Veterinary Science Contest
NRG Center – Rooms 201-203
- 10:00 a.m.** Junior Market Steer Show – Wave II
(**Show C:** Limousin, Hereford, Polled Hereford, Angus, Red Angus, Black Cross, Red Cross)
NRG Center – Main Arena
Move-In: Llama/Alpaca
(Must be in place by 4 p.m. and checked in by 5 p.m.)
NRG Arena – Hall B
- 11 a.m. Release:** Non-placing Junior Market Steers upon completion of breed show
- 1 p.m.** Veterinary Science Contest Finals
NRG Center – Rooms 201-203
- 2 p.m.** Llama Walking Fleece
(Walking Fleece is done at will before the judge & not in the arena as a regular halter class)
NRG Arena – Hall B

3:30 p.m. Veterinary Science Contest Awards	NRG Center – Rooms 201 - 203
4 p.m. Llama & Alpaca Parade	NRG Arena – Hall B
6 p.m. Llama/Alpaca Exhibitor Meeting	NRG Arena – Hall B
6:30 p.m. Market Barrow Exhibitor Auction Meeting <i>(Mandatory only for first placing & higher exhibitors in each class)</i>	NRG Center – East Arena
7:30 p.m. Junior Market Barrow Champion Selection	NRG Center – East Arena

FRIDAY, MARCH 15

2 a.m. Move-In: <i>Ag Mechanics Projects (must be in place by 10 a.m. and checked in by 3 p.m.)</i>	
8 a.m. Junior Market Steer Show – Wave II (Show D: Other Crossbred) <i>All placing steers not walking across the auction floor MUST report to TLMA 30 minutes after the last breed show ends.</i>	NRG Center – Main Arena
Open & Youth Llama Shorn Fleece Show	NRG Arena – Hall B
Open & Youth Alpaca Shorn Fleece Show <i>(following Llama Fleece)</i>	NRG Arena – Hall B
Llama Open Pack	NRG Arena – Hall B
Llama & Alpaca Open – Obstacles & PR Show <i>(following Pack)</i>	NRG Arena – Hall A
Alpaca Walking Fleece Show <i>(Walking Fleece is done at will before the judge & not in the arena as a regular halter class)</i>	NRG Arena – Hall B
Open Llama Costume Show <i>(30 minutes following conclusion of Obs & PR)</i>	NRG Arena – Hall A
Youth Llama Costume Show <i>(following Open Costume)</i>	NRG Arena – Hall A
11 a.m. Junior Market Barrow Auction	NRG Arena – Sales Pavilion
1 p.m. Release: <i>Non Placing Steers (must be out by 2 p.m. on 3/16)</i>	
5:30 p.m. Junior Market Steer Exhibitor Auction Meeting	NRG Center – Main Arena
6 p.m. Junior Market Steer Pre-Judging	
8:30 p.m. Champion Junior Market Steer Selection	NRG Stadium

SATURDAY, MARCH 16

7 a.m. Move: <i>Auction Qualifying Junior Market Steers to NRG Arena Sales Pavilion</i>	
Move-In: <i>Longhorn & Miniature Zebu Cattle (Must be in place at Airport Blvd by 9 a.m. & checked in by 11:30 a.m.)</i>	NRG Center – Main Arena
8 a.m. Ag Mechanics Show Judging	NRG Center – East Arena
Open Llama & Alpaca Showmanship	NRG Arena – Hall A

Kathy L. El-Jabsheh

From: Kristen B. Clark
Sent: Thursday, February 29, 2024 1:25 PM
To: Kathy L. El-Jabsheh
Subject: Fwd: Your Reservation Confirmation # 26604989 at Holiday Inn Express Hotels & Resorts.

I will pay for nights of March 12, 13 and 14.

From: Holiday Inn Express <HolidayInnExpress@tx.ihg.com>
Sent: Thursday, January 11, 2024 12:48 PM
To: Kristen B. Clark <Kristen.Clark@ag.tamu.edu>
Subject: Your Reservation Confirmation # 26604989 at Holiday Inn Express Hotels & Resorts.

You don't often get email from holidayinnexpress@tx.ihg.com. [Learn why this is important](#)

Thank you for booking with Holiday Inn Express Hotels & Resorts.

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HOLIDAY INN EXPRESS HOUSTON - GALLERIA AREA

2351 West Loop South
Houston, TX United States 77027

Hotel Front Desk: 13464155900
Email: staybridgehiexpress@amliberty.com

Guest Name: Kristen Greer

Check In:	Check Out:	Rooms:	Adults:
10 Mar 2024	— 15 Mar 2024	1	1
3:00 PM	11:00 AM		

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YOUR CONFIRMATION NUMBER IS: 26604989. SELECT YOUR PREFERENCES BEFORE YOUR STAY.

1 KING STANDARD

Rate Type: **Government Rate**

Number of Rooms: 1

Room Rate Per Night:

Sun 10 Mar 2024 - Fri 15 Mar 2024 \$122.00 (USD)

Total Taxes: \$103.70 (USD)

Estimated Total Price: \$713.70 (USD)

[View More Reservation Details](#)

Cancellation Policy: Canceling your reservation before 6:00 PM (local hotel time) on Friday, 8 March, 2024 will result in no charge. Canceling your reservation after 6:00 PM (local hotel time) on 8 March, 2024, or failing to show, will result in a charge equal to the first night's stay per room to your credit card or other guaranteed payment method. Taxes may apply. Failing to call or show before check-out time after the first night of a reservation will result in cancellation of the remainder of your reservation.

Rate Description: COMPLIMENTARY BREAKFAST BUFFET DAILY. COMPLIMENTARY WIFI. FULL BAR AND KITCHEN. ROOFTOP HEATED POOL AND FITNESS CENTER. ALL ROOMS WITH SAFE MICROWAVE KEURIG COFFEE MAKERS FRIDGE AND CHROMECAST TV. LOBBY PANTRY WITH GROCERY ITEMS AND PREPARED MEALS. SECURED PARKING GARAGE.

Early Departure Fee: \$50.00 (USD)

Daily Parking Fee: \$25.00 (USD)



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Estimated Earnings:

7320 IHG REWARDS POINTS

THINGS TO DO

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Explore Houston dining and restaurants in the nearby area.

[See What's on the menu](#)