

Travel Approval Form

Department: JP #3

Event Name: TEXAS JUSTICE COURT JUDGES
ASSOCIATION SPRING SEMINAR

Location: TYLER, TEXAS

Event Dates: APRIL 15TH-16TH, 2024

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

Name of Attendees:

JUDGE ANDY NOLAN _____

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



April 9, 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:





Texas Justice Court Judges Association

"Spring Seminar"

10-Hour Seminar

April 15 & 16, 2024

Holiday Inn South Broadway
6701 South Broadway, Tyler, TX 75703
Tele: 903-561-5800

Texas Justice Court Judges Room Block - \$107 single/double (thru March 31, 2024)

Name (Please Print): JUDGE ANDREW NOLAN Judge Clerk TJCJA Member
 Attorney

County & Precinct: JOHNSON COUNTY PRECINCT THREE PLACE ONE

Office Address: 206 NORTH BAUGH STREET

City & Zip ALVARADO, TEXAS 76009 Phone: (817) 558-0111 EXT. 2550

Email (please print) anolan@johnsoncountytexas.org

Registration Fee: **\$75.00** (Enclose with this registration form) Email confirmation upon payment of fee.
(Fee is reduced to \$50.00 if a current paid member of TJCJA)

You are responsible for contacting the hotel directly to reserve your room at your or your county's expense. Ask for the *Texas Justice Court Judges* rate of \$107.00. There is a limited block of rooms at this rate, so reserve your room early. **Deadline for room block rate is March 31, 2024.**

Your mid-afternoon breaks and Tuesday breakfast are provided by JCJA and our seminar sponsors. Lunch will be on your own.

I certify that I am currently serving as a Justice of the Peace or as court personnel in Texas. I agree I will be responsible for any costs I incur if I do not cancel at least ten (10) days prior to the seminar to the address listed above. If I fail to attend a seminar without cancelling, Texas JCJA reserves the right to invoice my county for course materials and food. I understand that I will be responsible for the housing expense.

Signature:  Date: 3-26-2024

Please complete this form and FAX or Email, ALONG WITH P.O., TO NUMBER BELOW to reserve your seat at the seminar. Mail your registration fee, along with registration form, to address below

Texas JCJA - P. O. Box 290 - Winnsboro, TX 75494

Fax: 903-342-5077

Telephone: 903-342-5077

Email: csweems@gmail.com



Texas Justice Court Judges Association

Spring Seminar

Judges & Court Personnel

April 15 – 16, 2024

Seminar Agenda, Tyler, TX

Day 1 – Monday, April 15th

11:30 a.m.-Noon.	Registration / Lunch on Your Own	
Noon – 12:30 p.m.	CALL TO ORDER AND ANNOUNCEMENTS	
12:30 p.m. – 1:30 p.m.	Magistration & Bonds (Judges)	1.0 hr.
12:30 p.m. – 1:30 p.m.	Why is Everybody Being So Difficult (Clerks)	1.0 hr.
1:30 p.m. – 1:45 p.m.	BREAK	
1:45 p.m. – 2:45 p.m.	Magistration & Bonds (Judges) (Continued)	1.0 hr.
1:45 p.m. – 2:45 p.m.	Why is Everybody Being So Difficult (Clerks) (Continued)	1.0 hr.
2:45 p.m. – 3:00 p.m.	BREAK	
3:00 p.m. – 4:00 p.m.	Civil Bench Trials; The Good, The Bad and the Ugly (Judges)	1.0 hr.
3:00 p.m. – 4:00 p.m.	Required Reporting for Justice Courts (Clerks)	1.0 hr.
4:00 p.m. – 4:15 p.m.	BREAK	
4:15 p.m. – 5:15 p.m.	Civil Bench Trials; The Good, The Bad and the Ugly (Continued)	1.0 hr.
4:15 p.m. – 5:15 p.m.	Required Reporting for Justice Courts (Continued)	1.0 hr.

Day 2 – Tuesday, April 16th (Joint Classes with Court Clerks)

8:00 a.m. – 8:15 a.m.	ANNOUNCEMENTS	
8:15 a.m. – 9:15 a.m.	Judicial Ethics – Can You Post or Say That?	1.0 hr.
9:15 a.m. – 9:30 a.m.	BREAK	
9:30 a.m. – 10:30 a.m.	Judicial Ethics – Can You Post or Say That? (Continued)	1.0 hr.
10:30 a.m. – 10:45 a.m.	BREAK	
10:45 a.m. – 11:45 a.m.	The Greatest & Latest in Receiverships	1.0 hr.
11:45 a.m. – 1:00 p.m.	LUNCH-On Your Own	
1:00 p.m. – 2:00 p.m.	The Greatest & Latest in Receiverships (Continued)	1.0 hrs.
2:00 p.m. – 2:15 p.m.	BREAK	
2:15 p.m. – 3:15 p.m.	Juvenile Issues in Justice Court – Now and the Future	1.0 hr.
3:15 p.m. – 3:30 p.m.	BREAK	
3:15 p.m. – 4:15 p.m.	Juvenile Issues in Justice Court – Now and the Future (Continued)	1.0 hr.

Christina McClelland

From: Andrew Nolan
Sent: Tuesday, March 26, 2024 10:36 AM
To: Christina McClelland
Subject: FW: Your Updated Reservation Confirmation # 61455768 at Holiday Inn Hotels & Resorts.

Reservation confirmation.

Thanks,
Andy

From: Holiday Inn Hotels & Resorts <HolidayInn@tx.ihg.com>
Sent: Tuesday, March 26, 2024 10:34 AM
To: Andrew Nolan <anolan@johnsoncountytexas.org>
Subject: Your Updated Reservation Confirmation # 61455768 at Holiday Inn Hotels & Resorts.

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

CAUTION: This email originated from outside of the Johnson County email system.
Use care when opening links or attachments. Report suspicious emails.

Thank you for choosing Holiday Inn Hotels & Resorts.

[View with Images](#)



[Make a Reservation](#) | [IHG One Rewards](#) | [Need Help?](#)

Holiday Inn Tyler - Conference Center

5701 South Broadway
Tyler, TX United States 75703

Hotel Front Desk: 19035615800
Email: frontdesk@hitylertx.com

Guest Name: Andrew Nolan

Check In:	Check Out:	Rooms:	Adults:
14 Apr 2024	— 16 Apr 2024	1	1
3:00 PM	12:00 PM		

[Modify Reservation](#)

[Customer Care](#)

[Property Overview](#)

[Download the IHG App](#)

[Ground Transportation](#)

[Cancel Reservation](#)

Your confirmation number is: 61455768. Select your preferences before your stay.

1 King Bed Standard

Rate Type: Texas Justice Courts

Number of Rooms: 1

Room Rate Per Night:

Sun 14 Apr 2024 - Tue 16 Apr 2024 \$107.00 (USD)

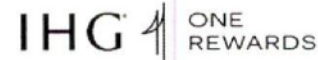
Total Taxes: \$49.76 (USD)

Estimated Total Price: \$263.76 (USD)

[View More Reservation Details](#)

Rate Description: ANYONE CAN BOOK RESERVATIONS

Pet Policy: Nonrefundable 25.00 per pet, per night. Pets must be on a leash at all times. Pet must be crated in room if alone. Guest pick up after pets. Pets must not be left in autos. Guest must declare and sign pet policy. Damages will be charged to card on file.



[Discover your new benefits](#)

Estimated Earnings:

2140 IHG REWARDS POINTS

Things to do

Make the most of your stay, check out local information and nearby attractions.

[See What's Local](#)

Places to Dine

Explore Tyler dining and restaurants in the nearby area.

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

Rate your Service

Thank you for calling our Reservations department. Please provide feedback for your phone representative.

[Give Your Feedback](#)