

TRAVEL APPROVAL FORM

Department: JP 2

Event Name: Texas Justice Court Training Center

Location: Corpus Christi

Event Dates: April 15 - April 18, 2025

Purpose: ☒ Required Continuing Education/Certification

☐ Job Training

☐ Other: _____

Name of Attendees:

Margarita DeLeon _____

Court Decision:

This section to be completed by County Judge's Office



12-09-24

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:

Ashley

Approved in CC on 9/11/2023

Unsupported Image Type

Remit to:

Texas Justice Court Training Center
1701 Directors Blvd
Suite 530
Austin, TX 78744

512-347-9927

INVOICE

Margarita DeLeon (X005186)
247 Elk Drive
Burleson, TX 76028

Transaction Basket:
Date:

11349
29/Oct/2024 8:20AM
Page 1 of 2

Experienced Court Personnel - Corpus Christi - April

Location: Omni Corpus Christi
Dates: 2025-04-16 - 2025-04-18

Conference Registrations

Cancellation Request Deadline: Apr/02/2025 12:00 AM

Conference Registration

	\$ 150.00
Subtotal:	\$ 150.00
Total:	\$ 150.00

Lodging Fee (Quantity: 1)

Lodging Fee

	\$ 120.00
Subtotal:	\$ 120.00
Total:	\$ 120.00

Grand Total:	\$ 270.00
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MARGARITA DELEON
247 ELK DRIVE
BURLESON TX 76028

Unsupported Image Type

Remit to:

Texas Justice Court Training Center
1701 Directors Blvd
Suite 530
Austin, TX 78744

512-347-9927

INVOICE

Margarita DeLeon (X005186)
247 Elk Drive
Burleson, TX 76028

Transaction Basket: 11349
Date: 29/Oct/2024 8:20AM
Page 2 of 2

ACCOUNT ACTIVITY:

On Account

Invoice 11349-1 (Due Date: Apr/01/2025)	\$ 270.00
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Total On Account:	<u>\$ 270.00</u>
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Total Amount Due:	<u>\$ 270.00</u>
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MARGARITA DELEON
247 ELK DRIVE
BURLESON TX 76028

TEXAS JUSTICE COURT

TRAINING CENTER

Conference Name: Experienced Court Personnel - Corpus Christi - April
Location: Omni Corpus Christi
Conference Dates: 16 Apr 2025 - 18 Apr 2025
Client: Texas Justice Court Training Center
Participant Name: Margarita DeLeon

Selected Sessions

Participant Margarita DeLeon is registered in the following sessions as of Nov 4, 2024 3:58:45 PM

Session	Tracks	Location	Date	Time	Speaker
Welcome and Orientation		Omni Corpus Christi	16 Apr 2025	12:45 PM - 01:00 PM	
Building Bridges: Courts & the Community		Omni Corpus Christi	16 Apr 2025	01:00 PM - 03:00 PM	
Criminal Defendants Not Appearing		Omni Corpus Christi	16 Apr 2025	03:00 PM - 05:00 PM	
Deferred, DSC, and Other Dismissals		Omni Corpus Christi	17 Apr 2025	08:00 AM - 10:00 AM	
Enforcing Criminal Judgments		Omni Corpus Christi	17 Apr 2025	10:00 AM - 12:00 PM	
Exempt Property		Omni Corpus Christi	17 Apr 2025	01:00 PM - 02:00 PM	
Criminal Expunction and Nondisclosure		Omni Corpus Christi	17 Apr 2025	02:00 PM - 03:00 PM	
Writs: Sequestration, Abstract, Execution, Garnishment		Omni Corpus Christi	17 Apr 2025	03:00 PM - 05:00 PM	
Confident Communication		Omni Corpus Christi	18 Apr 2025	08:00 AM - 10:00 AM	
Fostering a Healthy Work Environment		Omni Corpus Christi	18 Apr 2025	10:00 AM - 12:00 PM	