

TRAVEL APPROVAL FORM

Department: JP 2

Event Name: Texas Justice Court Training Center

Location: Galveston

Event Dates: February 23 - February 26, 2025

Purpose:

- ☒ Required Continuing Education/Certification
- ☐ Job Training
- ☐ Other: _____

Name of Attendees:

Nikki Ashley _____

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:

Approved in CC on 9/11/2023

Unsupported Image Type

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

512-347-9927

RECEIPT

Nikki Ashley (X001621)
247 Elk Drive, Ste. 107
Burleson, TX 76028

Transaction Basket: 10519
Date: 28/Oct/2024 8:03AM
Page 1 of 1

Experienced Court Personnel - Galveston

Location: San Luis Galveston
Dates: 2025-02-24 - 2025-02-26

Conference Registrations

Cancellation Request Deadline: Feb/10/2025 12:00 AM

Conference Registration

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

Grand Total: \$ 150.00

ACCOUNT ACTIVITY:

Current Payment / (Refund)

MasterCard *****8577	\$ 150.00
----------------------	-----------

Total Current Payment / (Refund): \$ 150.00

Total Payments / (Refunds): \$ 150.00

NIKKI ASHLEY
247 ELK DRIVE, STE. 107
BURLESON TX 76028

Nikki Ashley

From: Nikki Ashley <nashley33@outlook.com>
Sent: Monday, October 28, 2024 8:10 AM
To: Nikki Ashley
Subject: Fwd: TJCTC Notification of Payment

Sent from my iPad

Begin forwarded message:

From: adw167@txstate.edu
Date: October 28, 2024 at 8:03:16 AM CDT
To: nashley33@outlook.com
Subject: Notification of Payment

You have received this email from adw167@txstate.edu in response to payment processing.

Notification of Payment

This message is an automated notification to inform you that your payment has been completed successfully. Please note that all payments are subject to approval and final verification.

Payment Information:

Payment Type:Credit Card
Card Number:xxxxxxxxxxx8577
Card Type:MasterCard
*** CARD_NOT_PRESENT ***

System Tracking ID:1100730
Date/Time:October 28, 2024 at 8:03:09 AM CDT
External Transaction ID:2018871
Payment Gateway Reference Number:20241028000050
Payment Amount:
Total Paid:\$150.00

Refund Policy Agreement:

Cancellation must be done through your TJCTC profile and received two (2) weeks prior to the event start date in order to receive a full refund.

Thank You

Thank you for your payment.

TEXAS JUSTICE COURT

TRAINING CENTER

Conference Name: Experienced Court Personnel - Galveston
Location: San Luis Galveston
Conference Dates: 24 Feb 2025 - 26 Feb 2025
Client: Texas Justice Court Training Center
Participant Name: Nikki Ashley

Selected Sessions

Participant Nikki Ashley is registered in the following sessions as of Nov 4, 2024 3:24:33 PM

Session

Tracks

Location

Welcome and Orientation		The San Luis Resort and Con
Building Bridges: Courts & the Community		The San Luis Resort and Con
Defaults and Civil Dismissals		The San Luis Resort and Con
The Fantastic Four: Retrieval, Re-entry, Restoration, Repair & Remedy		The San Luis Resort and Con
Leadership for Supervisors, Administrators, & Chief Clerks		The San Luis Resort and Con
Exempt Property		The San Luis Resort and Con
Criminal Expunction and Nondisclosure		The San Luis Resort and Con
Squatters & Landlord/Tenant Relationships		The San Luis Resort and Con
Confident Communication		The San Luis Resort and Con
Fostering a Healthy Work Environment		The San Luis Resort and Con



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
---------------------	------------------

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
---	-----------

Total On Account:	<u>\$ 270.00</u>
-------------------	------------------

Total Amount Due:	<u>\$ 270.00</u>
--------------------------	-------------------------

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	