

Travel Approval Form

Department: STOP

Event Name: 2025 TNOA Conference

Location: South Padre

Event Dates: 08/18/2025 - 08/21/2025

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

Name of Attendees:

1 Investigator

Court Decision:

This section to be completed by County Judge's Office



4-14-25

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 NARCOTIC OFFICERS ASSOCIATION
INVOICE**

3/26/25

TO: S.T.O.P Special Crimes Unit
Attn: Micah Short

#	Description	Unit Price	Amount Due
1	2025 TNOA Annual Conference August 18-21, 2025 South Padre Island, Texas [REDACTED]		\$400.00
1	2025 TNOA Member Dues [REDACTED]		\$40.00

TOTAL AMOUNT DUE UPON RECEIPT: \$440.00

Texas Narcotic Officers Association Tax ID # 74 1671368

Credit Card Payment: call the TNOA office at 469.481.2084

or

Please make check payable to: Texas Narcotic Officers Association
PO Box 1268
Prosper, Texas 75078

2025 TNOA Conference

55th Annual Texas Narcotic Officers Association Training Conference

August 18 - 21, 2025

South Padre Island, Texas

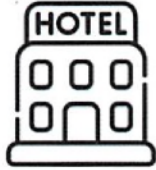
Come join us for the 55th Annual Training Conference at South Padre Island.

President David Ponce invites you to participate in this event where we will offer top-tier training sessions.

Conference attendees will receive 24 hrs of TCOLE credit. Registration and the vendor show will begin on Monday, August 18th at 9 am. Opening ceremonies will be on Tuesday, August 19th at 9 am.

Tentative Classes:

**UC Survival
Street Level Narcotics
Close Quarters Battle
CI Management
Drug Investigations
Current & Emerging Drug Trends/DMT
Overdose investigations
Human Trafficking
Operational Red Flags
Drones Laws & Use
Wellness and Resiliency
Drug Cartels**



TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 03/24/2025

DEPARTMENT: STOP

PERSON SENDING REQUEST: Micah Short EXT: 3700

Person (s) Name Attending:

1.	[REDACTED]	1 Investigator
2.		
3.		
4.		
5.		
6.		

*If LEOSE Funds are being used to pay for the room upon check out, please check LEOSE FUNDS below:

☐ LEOSE FUNDS

Function Attending: 2025 TNOA Conference

Hotel Name: Isla Grand Beach Resort		
Hotel Address: 500 Padre Blvd.		
City: South Padre Island	State: TX	Zip: 78597
Hotel Phone# 956-761-6511		
Special Requirements:		
Conference Hotel Block Code: 082025TNOA		
Conference/Training Website: https://tnoa.org/hotels		
How many rooms needed: 1		
Date of Check In: 8/17/20		Date of Check Out: 8/22/20

NOTE: When the Purchasing Department reserves the hotel room, payment will be processed and paid for on the travel credit card. ALL Travel PO's MUST be in place prior to travel. The hotel receipt will need to be receipted on your PO upon return. If the traveler does not obtain a hotel receipt upon check out, it's the travelers responsibility to call the hotel and obtain a copy for receipting.