

TRAVEL APPROVAL FORM

Department: Extension Office

Event Name: Houston Stock Show & Rodeo

Location: Houston

Event Dates: 03/09/2026-03/13/2026

Purpose: Required Continuing Education/Certification
 Job Training
 Other: Chaperon Kids for Stock Show

Name of Attendees:

Cassandra Mavis

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



1/29/2026

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:

Cassandra Mavis

(Arrive directly to Gate 5; must be in place at NRG Arena by 10 a.m.)

7 a.m. Release: *Beefmaster, Brangus, Braunvieh/Beefbuilder, Santa Gertrudis (Must be out by 2 p.m.)*

7:00 a.m. – 8:00 a.m. Registration: 4-H/FFA Meat Judging Contest TBD

8 a.m. Open Dairy Goat Show NRG Center – East Arena

Open Boer Goat Show NRG Center – East Arena

Youth Breeding Rabbit Show Wave 1 NRG Arena – Hall B

Intercollegiate Meat Judging Contest Awards Breakfast NRG Arena – Rooms 2 & 3

8 a.m. – 8:30 a.m. Registration: Agriculture Science Fair NRG Center – Outside Room 602

Move-in: Sheep Dog Trials NRG Center – Main Arena

8:30a.m. Junior Meat Judging Contest TBD

9 a.m. Agriculture Science Fair Contest NRG Center – 600 Series Rooms
(Awards following conclusion of judging)

Registration: State FFA Tractor Technician Contest Gerald D. Young Agricultural
Science Center – LD Robinson
Pavilion

Sheep Dog Trails NRG Center – Main Arena

State FFA Tractor Technician Contest (Parts I & II) Gerald D. Young Agricultural
Science Center – LD Robinson
Pavilion

10 a.m. Move-In: Youth Breeding Rabbits Wave 2 (Must be in place by 2 p.m.)

Release: Open Boer Goats and Open Dairy Goats (must be out by 5 p.m. on March 9th)

10:30 a.m. Weigh and Grade Junior Commercial Steers NRG Arena – Sales Pavilion

11 a.m. Junior Commercial Steer Orientation NRG Arena – Sales Pavilion

2 p.m. Junior Meat Judging Contest Awards Martin Foods

4:30 p.m. Youth Dairy Goat Showmanship NRG Center – East Arena

Youth Boer Goat Showmanship NRG Center – East Arena

MONDAY, MARCH 9

1 a.m. Move-In: *Wave 1 Junior Breeding Heifers – American Division (ARB, Beefmaster, Brangus, Grey Brahman, Red Brahman, Red Brangus, Santa Gertrudis, and Simbrah); begin move-in at 1 a.m. and must be in place by 6 a.m.)*

6:30 a.m. Junior Commercial Steer Meat ID & Interview NRG Arena – Sales Pavilion

8 a.m. Youth Boer Goat Show NRG Center – East Arena

Youth Dairy Goat Show	NRG Center – East Arena
Youth Breeding Rabbit Show Wave 2	NRG Arena – Hall B
8 a.m. – 9 a.m. Registration: 4-H/FFA Horse Judging Contest	Great Southwest Equestrian Center
9 a.m. Move-In: Tractor Tech Teams (Must be in place by 10 a.m.)	
9:30 a.m. 4-H/FFA Horse Judging Contest (Awards following conclusion contest)	Great Southwest Equestrian Center
10:00 a.m. State FFA Tractor Technician Contestant Check-in	NRG Center – Room 204
Release: Open/Youth Boer Goats and Dairy Goats (must be out by 5 p.m.)	
12 p.m. Move-In: Youth Breeding Rabbits – Wave 3	
Junior Commercial Steer Buyer Reception	NRG Arena – Sales Pavilion
1 p.m. Junior Commercial Steer Sale	NRG Arena – Sales Pavilion
4 p.m. Rabbit Judging Contest	NRG Arena – Hall B
3:15 p.m. State FFA Tractor Technician Contest (Part III) Results & Awards (following end of contest)	NRG Center – Main Arena

TUESDAY, MARCH 10

1 a.m. Move-In: Junior Market Lambs & Goats (Must be in place by 6 a.m.)	
7 a.m. Junior Commercial Steer Final Interviews	NRG Arena
8 a.m. American Scramble Heifer Show (Awards Presentation to follow show)	NRG Center – Main Arena
Junior Market Goats & Lambs Mobile Check-in (Must be checked in by 2:30 p.m.)	NRG Center – East Arena
Youth Breeding Rabbit Show (Release Youth Breeding Rabbits Wave 2, must be out by 2 p.m.)	NRG Arena – Hall B
Junior Breeding Heifers Show (Wave 1) (East – ARB, Brangus, Simbrah) (West – Beefmaster, Red Brangus, Red Brahman)	NRG Center – Main Arena
NEW! Show starts 30 minutes after the completion of the Scramble Heifer Show NO RELEASES PRIOR TO 1 P.M. for Jr. Breeding Beef Heifers (must be out by 5 p.m. on 3/11)	
Noon Junior Commercial Steer Awards Luncheon	NRG Arena – Sales Pavilion
1 p.m. Release: Junior Breeding Heifers (must be out by 5 p.m. on 3/11) (ARB, Beefmaster, Brangus, Red Brahman, Red Brangus, Simbrah)	

WEDNESDAY, MARCH 11

7 a.m. **Release:** Wave 1 Heifers (must be out by 5 p.m.)

Release: Junior Market Lamb – TACK ONLY

- 8 a.m.** Junior Heifer Show (Wave 1) Continued
(East- Santa Gertrudis) (West – Grey Brahman) NRG Center – Main Arena
- Champion American Heifer Drive (30 minutes after last Breed Champion is selected)
- Junior Market Lamb and Goat Opening Ceremonies NRG Center – East Arena
- 8:30 a.m.** Junior Market Lamb Show NRG Center – East Arena (East Side)
(Southdown, Finewool, Finewool Cross, Dorper)
- Junior Market Goat Show NRG Center – East Arena (West Side)
(Division I & II)
- 5 p.m.** Lil' Rustlers NRG Center – Main Arena

THURSDAY, MARCH 12

- 1 a.m. Move-In:** Wave 2 Junior Breeding Heifers – British & Continental Division (Angus, Charolais, Chianina, Hereford, Limousin, Maine-Anjou, ORB, Polled Hereford, Red Angus, Shorthorn, & Simmental); begin move-in at 1 a.m. and must be in place by 6 a.m.)
- 4 a.m. Move-In:** Junior Market Broilers NRG Arena – Hall B
(Sift at 6 a.m., must be in place by 6 a.m.)
- 8 a.m.** Junior Market Lamb Show NRG Center – East Arena (East Side)
(Medium Wool)
- Junior Market Goat Show NRG Center – East Arena (West Side)
(Divisions III & IV)
- 10 a.m.** Junior Market Broiler Judging (or at completion of sift) NRG Arena – Hall B
- Disc Dogs NRG Center – Main Arena
- Noon Release:** Junior Market Goat – TACK ONLY
- 1 p.m.** Disc Dogs NRG Center – Main Arena
- 3 p.m.** Disc Dogs NRG Center – Main Arena
- 5 p.m.** Lil' Rustlers NRG Center – Main Arena
- 7:30 p.m.** Junior Market Lamb & Goat Champion Selection NRG Center – East Arena

FRIDAY, MARCH 13

- 4 a.m. Move-In:** Junior Market Turkeys NRG Arena – Hall B
(Sift at 6 a.m., must be in place by 6 a.m.)
- 8 a.m.** British & Continental Scramble Heifer Show NRG Center – Main Arena
(Awards Presentation to follow show)
- Junior Breeding Heifer Show (Wave 2) NRG Center – Main Arena
(East – Hereford, Angus, Polled Hereford, Red Angus) (West – Charolais, Maine-Anjou, ORB, Simmental)
- NEW!** Show starts 30 minutes after the completion of the Scramble Heifer Show
- Junior Market Turkey Judging (or at completion of sift) NRG Arena – Hall B

11 a.m. Junior Market Lamb & Goat Auction NRG Arena – Sales Pavilion

Noon Release: Junior Breeding Heifers upon completion of breed show (must be out by 5 p.m. on 3/14)

4 p.m. Junior Market Poultry Champion Selection NRG Arena – Hall B

SATURDAY, MARCH 14

1 a.m. **Move-In:** Junior Market Barrows (must be in place at Airport Blvd by 7 a.m. and checked in by 1 p.m.)
(Wave 1 – Hampshire, Poland China, Spotted, Other Cross I)

6 a.m. **Move-In:** Open Breeding Rabbits (Must be in place and checked in by 8 a.m.)

7 a.m. – 7:45 a.m. Registration: 4-H/FFA Wildlife Habitat Contest Long Acres Ranch; Richmond, TX

8 a.m. Junior Breeding Beef Heifer Show (Wave 2)
(East – Shorthorn) (West – Limousin, Chianina)
Champion British & Continental Heifer Drive (30 minutes after the last Breed Champion is selected)

8 a.m. – 8:45 a.m. Public Speaking Contest Contestant Check-In Houston Community College –
Alief Hayes Campus

8:30 a.m. 4-H/FFA Wildlife Habitat Judging Contest Long Acres Ranch; Richmond, TX
(Results & Awards upon conclusion of contest)

9 a.m. Public Speaking Contest Orientation Houston Community College – Alief
Hayes Campus

9:30 a.m. Open Breeding Rabbit Show A&B NRG Arena – Hall B
Release: Open Breeding Rabbits upon completion of awards (Must be out by 8 p.m.)

Public Speaking Contest Preliminary Round Houston Community College –
Alief Hayes Campus
Finalist Parking Pass Pick Up (upon the competition of finalist announcements)

11 a.m. Poultry Auction NRG Arena – Sales Pavilion

Noon: **Release:** Junior Breeding Heifers (must be out by 5 p.m.)

SUNDAY, MARCH 15

1 a.m. **Move-In:** Junior Market Steers Wave 1 (Must be in place by 6 a.m. and checked in by 11:30 a.m.)
(Breeds: ABC, Brahman, Brangus, Charolais, Maine-Anjou, Other Cross I, Santa Gertrudis, Simbrah, and Simmental)

8 a.m. Classify & Show Junior Market Barrow Show NRG Center – East Arena
(Show A: Hampshire, Poland China, Spotted)

8 a.m. – 8:45 a.m. Registration: 4-H/FFA Range & Pasture Plant ID NRG Center – TBD

9 a.m. – 9:30 a.m. Public Speaking Contest Finalist Check-In NRG Center – TBD

9 a.m. 4-H/FFA Range & Pasture Plant ID Contest Begins NRG Center – TBD

10 a.m. Public Speaking Contest Finals NRG Center – TBD
(Results & Awards upon conclusion of contest)

Roberta Kozera

From: Hampton by Hilton Confirmed <noreply@h6.hilton.com>
Sent: Friday, January 9, 2026 10:17 AM
To: Purchasing
Subject: Your Mar-09-2026 Confirmation #80807001

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



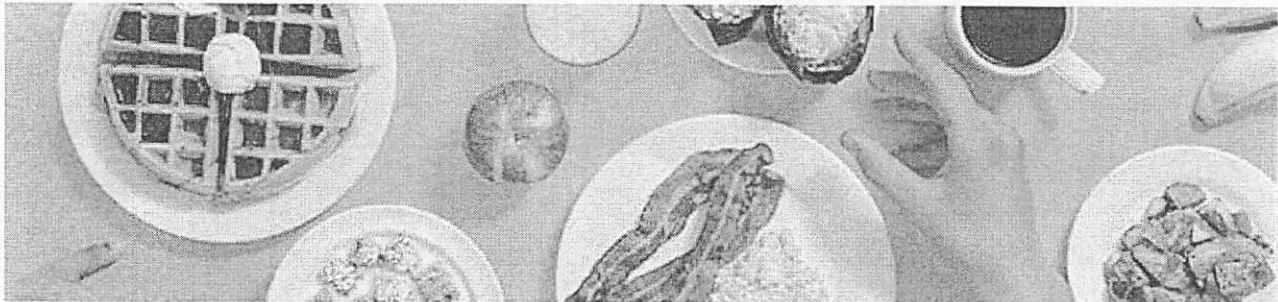
Hello Cassie,

[Join now →](#)


See you soon, Cassie Mavis

Your reservation for Mar-09-2026 has been confirmed.

Confirmation #80807001



Hampton Inn Houston-Near the Galleria

 4500 Post Oak Pkwy.
Houston TX 77027 US
[Maps & Directions>>](#)

 +17138719911

Monday

Mar 09

Check In: 3:00 PM



4

Nights

Friday

Mar 13

Check Out: 12:00 PM

 [Add to Calendar \(iOS/Outlook\)](#)

 [Add to Calendar \(Other\)](#)


Your Room Information

Guest Name: Cassie Mavis
Guests: 1 Adult
Rooms: 1
Room Plan: 2 DBL WALK IN SHWR
NOSMOK

Your Rate Information GOV CONTRACTOR RATE

Rate per night
09-Mar-2026 - 13-Mar-2026 128.00 USD
Total for Stay per Room Rate 512.00 USD
Taxes 90.88 USD

Total price for Stay 602.88 USD

 [Modify Your Reservation >>](#)

Relax faster with the Hilton Honors app

Join Hilton Honors and skip the front desk when you use our app to check in, choose your room, and unlock your door with Digital Key.

[join now](#)

Rate Rules and Cancellation Policy

- There is a credit card required for this reservation.
- If you wish to cancel, please do by 11:59 p.m. on Mar-08-2026, to avoid cancellation penalty equal to the first night's room and tax.
- When you check in, a hold may be placed on your card for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out. Any such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.
- If the slider is used to select a Points and Money combination, that selection is final once your stay is booked.

Updated Parking Pricing:

\$29.00 per night. Parking lot with nightly on-site security.

Additional Information



We are a smoke-free hotel

Tax

17.0% Per Room Per Night

0.75% Per Room Per Night

Self Parking: 29.00 USD Per Night

Please do not reply to this email, as mail sent to this address cannot be answered. If you have questions please visit our [Customer Support](#) page and select the applicable contact method.

Welcome Bonus Terms & Conditions

Disclaimer: Room interior varies by hotel and the room booked may differ from room shown in this email

[Click here](#) to see Hilton's policy regarding firearms on hotel premises.

*Standard Wi-Fi is free for Hilton Honors members. Premium, if available, has a fee (except for Diamond members). Wi-Fi access is not free in meeting spaces or at properties with a resort charge.

** Service of alcoholic beverages is subject to state and local laws. Must be of legal drinking age. Hilton Requests Upon Arrival(TM) items are subject to availability.

† Visit [Hilton.com/guarantee](https://www.hilton.com/guarantee) to learn more about our Best Price Guarantee

Offer is valid for any eligible stays booked directly with Hilton through Hilton-approved booking channels and completed within six months ("Promotional Period"), beginning the day the participant enrolls in Hilton Honors, at any hotel or resort in the Hilton Portfolio. All stays must be completed in the 6 months following enrollment date to earn Bonus Points.

Hilton Honors™ participants must complete up to two (2) paid stays during the Promotional Period to obtain Hilton Honors™ Bonus Points. The first stay within the Promotional Period will earn 1,000 Bonus Points. The second stay within the Promotional Period will earn 2,000 Bonus Points. If a guest completes just (1) eligible stay they will receive 1,000 Hilton Honors™ Bonus Points. Any stays with a checkout date after the Promotional Period end date will not count towards earning Bonus Points.

Hilton reserves the right to decline any application at any time for any reason. Hilton may require additional validation in its complete discretion and this may take an additional 5 -7-business days.

This offer may be terminated without notice. Bonus Points do not count toward elite tier qualification. Please allow six to eight weeks from completion of your stay for Bonus Points to appear in your Hilton Honors account. A "stay" is defined as the total number of consecutive nights spent at the same hotel, whether or not a guest checks out and checks back in again. Offer is not valid for groups and cannot be combined with other select offers. In-Room Internet Access, Fitness Center/Health Club Access and Bottled Water benefits may not be complimentary at properties with a resort charge. Space-available upgrades only available at select brands. Elite status benefits are subject to availability and vary by brand. For more information, please visit [HiltonHonors.com](https://www.HiltonHonors.com)

Hilton Honors(TM) membership, including the earning and redemption of Points, is subject to Hilton Honors [Terms and Conditions](#).

Using a debit/credit card to check in? A hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through date of check-out. Holds may not be released for 72 hours from date of check-out or longer at the discretion of your card issuer. [Click here](#) if you need to modify or cancel your reservation.