

Travel Approval Form

Department: Tax Office

Event Name: Texas Comptroller: Partnering for
Taxpayer Success Motor Vehicle Part II

Location: Austin, TX

Event Dates: 4/2026


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

Name of Attendees:

Christy Williams _____

Reann Riley _____

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



3-09-2026

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:

J. Sobotta

**Partnering for Taxpayer Success: Texas Comptroller
Motor Vehicle - Part II
General Admission**



Barbara Jordan State Office Building, 1601 Congress Avenue, Austin, TX 78711

Monday, April 20, 2026 from 9:00 AM to 4:00 PM (CDT)

Free Order

Order Information

Order #14203752143. Ordered by Christy Williams on
February 5, 2026 9:24 AM



1420375214322598631034001

Do you organize events?

Start selling in minutes with Eventbrite!

www.eventbrite.com

Christy Williams

Subject: FW: Registration Available: In-Person Motor Vehicle Tax Training | April 20, 2026

From: Alteshia Greer <Alteshia.Greer@cpa.texas.gov>

Sent: Wednesday, February 4, 2026 3:51 PM

Cc: Taliea Pocaigue <Taliea.Pocaigue@cpa.texas.gov>; Connor McGinley <Connor.Mcginley@cpa.texas.gov>

Subject: Registration Available: In-Person Motor Vehicle Tax Training | April 20, 2026

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

Ready to take the wheel? Join us for **Part II of the Partnering for Taxpayer Success series: *Steering Into Motor Vehicle Tax***—an in-person training designed to build on last year’s webinar and take your knowledge further.

Date: Monday, April 20, 2026

Format: In-person

Location: Barbara Jordan Office Building, Room 2.034

1601 Congress Ave.

Austin, Texas 78711

Time: 9:00am – 4:00pm

This hands-on session delivers practical guidance, expert insight, and real-world exercises to help strengthen your confidence in motor vehicle tax. Learn directly from Texas Comptroller subject matter experts, collaborate with peers, and walk away with tools you can apply immediately in your work.

Please use the link below for more information and to register:

[Eventbrite Registration Link](#)

The registration deadline is Friday, March 20 at 6 p.m., **or earlier if capacity is reached.**

Help us tailor the training:

Please gather and email frequently asked questions from your clerks—along with any of your own—by February 20 to Tax.Training.Help@cpa.texas.gov

We look forward to seeing you.

Thank you,

Alteshia Greer

Training Program Coordinator | Tax Policy Division

Texas Comptroller of Public Accounts

P.O. Box 13528

Austin, TX 78711-3528

Alteshia.Greer@cpa.texas.gov

Hampton Inn & Suites Austin @ The University/Capitol



1701 Lavaca Street
Austin TX 78701 US

[Maps & Directions>>](#)



[+15124998881](tel:+15124998881)

Sunday

Apr 19

Check In: 4:00 PM



1

Night

Monday

Apr 20

Check Out: 12:00 PM

Your Room Information

Guest Name: Christy Williams
Guests: 1 Adult
Rooms: 1
Room Plan: 2 QUEEN BEDS NONSMOKING



Your connecting rooms are confirmed with Confirmed Connecting Rooms by Hilton™

Your Rate Information

GOVT ON BUSINESS

Rate per night

19-Apr-2026 - 20-Apr-2026

183.00 USD

Total for Stay per Room Rate

183.00 USD

Taxes

31.73 USD

Mandatory Charge

3.66 USD

Total price for Stay

218.39 USD



[Modify Your Reservation >>](#)

If you need to make any changes, please call +15124998881

Plan Ahead With These Tips:

Hampton Inn & Suites Austin @ The University/Capitol



1701 Lavaca Street
Austin TX 78701 US

[Maps & Directions>>](#)



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