

Travel Approval Form

Department: DistrictClerk

Event Name: County and District Clerks' Association of Texas Annual Conference

Location: South Padre Island, TX

Event Dates: June 14-18, 2026

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

Name of Attendees:

Marva Garren _____

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



4-13-2026

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:



131st Annual County & District Clerks Association Conference registration for Ms. Marya Garren

Event date 6/14/2026 – 6/18/2026 [View event](#)

Registration option Registration

Registration status Registered

Registered on 3/19/2026

Registered by Ms. Marya Garren

Bill to Ms. Marya Garren

Total charges 275.00

Balance 275.00

[View account page](#)

Badge information

Informal name Marya
Full name Ms. Marya Garren
Title Chief Finance Officer
Organization Johnson County
City Cleburne
State Province TX
Country United States

Program item registrations

[Export -](#)

<u>Program Item</u>	<u>Quantity</u>	<u>Status</u>	<u>Starting</u>	<u>Ending</u>
Continuing Education	1	Registered	6/15/2026 12:01:00 PM	6/19/2026 12:00:00 PM

Sunday, June 14

Monday, June 15

Tuesday, June 16

Wednesday, June 17

Thursday, June 18

Viewing All Tracks

∨ Noon - 5 p.m.: Registration and Information Desk Open

∨ 1 - 5 p.m.: Exhibits Setup

∨ 6:30 - 7:30 p.m.: Welcome Reception

Sunday, June 14

Monday, June 15

Tuesday, June 16

Wednesday, June 17

Thursday, June 18

Viewing All Tracks

∨ 8 a.m. - 5 p.m.: Registration and Information Desk Open

∨ 9 - 10 a.m.: Opening Activities

∨ 10 - 10:30 a.m.: Refreshment Break With Vendors

∨ 10:30 - 11:30 a.m.: Business Session

∨ 11:30 a.m. - 1 p.m.: Lunch on Your Own

∨ 1 - 2:30 p.m.: Keynote Speaker

∨ 2:30 - 3 p.m.: Refreshment Break With Vendors

∨ 3 - 4:30 p.m.: Stop Fraud: How to Recognize a Fake ID

∨ 7 - 10 p.m.: President's Reception and Clerk of the Year

Sunday, June 14

Monday, June 15

Tuesday, June 16

Wednesday, June 17

Thursday, June 18

Viewing All Tracks

- ∨ **8 a.m. - 5 p.m.: Registration and Information Desk Open**
- ∨ **9 - 10:30 a.m.: Bond Forfeitures & NISI**
- ∨ **10:30 - 11 a.m.: Refreshment Break With Vendors**
- ∨ **11 a.m. - noon: Appealing Cases to a Court of Appeals**
- ∨ **Noon - 1:30 p.m.: Lunch on Your Own**
- ∨ **1:30 - 2:30 p.m.: OCA "Where are We Now"**
- ∨ **2:30 - 3 p.m.: Refreshment Break With Vendors**
- ∨ **3 - 4 p.m.: Registry Escheating**

Sunday, June 14

Monday, June 15

Tuesday, June 16

Wednesday, June 17

Thursday, June 18

Viewing All Tracks

- ∨ **8 a.m. - noon: Registration and Information Desk Open**
- ∨ **9 - 10:30 a.m.: Affidavit of Inability to Pay Costs and How to Contest**
- ∨ **10:30 - 11 a.m.: Refreshment Break With Vendors**
- ∨ **11 a.m. - noon: CJIS NICS**
- ∨ **Noon - 6:30 p.m.: Lunch and Afternoon on Your Own**
- ∨ **6:30 p.m. - midnight: Evening Business**

Sunday, June 14

Monday, June 15

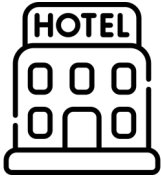
Tuesday, June 16

Wednesday, June 17

Thursday, June 18

Viewing All Tracks

- ✓ **8 - 11:30 a.m.: Registration and Information Desk Open**
- ✓ **9 - 10 a.m.: Retention Schedules**
- ✓ **10 - 11 a.m.: Kahoot**
- ✓ **11:30 a.m. - noon: Drawing of Prizes and Closing Remarks**
- ✓ **Noon - 5 p.m.: New Full Board of Directors Meeting**



TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 03/19/2026

DEPARTMENT: District Clerk

PERSON SENDING REQUEST: Marya Garren EXT: 1173

Person (s) Name Attending:

1. Marya Garren
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: County & District Clerks' Association of TX Annual Convention

Hotel Name: Holiday Inn
Hotel Address: 7355 Padre Blvd
City: South Padre Island State: TX Zip: 78597
Hotel Phone# 956-761-8844
Special Requirements:
Conference Hotel Block Code: MUST CALL FOR RESERVATIONS - CDCAT BLOCK
Conference/Training Website: https://www.county.org/education-and-events/calendar-of-events/
How many rooms needed: 1
Date of Check In: 6/14/20 Date of Check Out: 6/18/20

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.



Plan travel

Travel information

AAdvantage®

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English

Log in

DFW ↔ HRL | Jun 14 - Jun 21 | 1 | Modify

Choose flights

[« New search](#)

Your trip summary

Main

Round trip (refundable)

\$569 per person

Total \$568.79 (all passengers)

Includes taxes and carrier-imposed fees

[Price and tax information](#)

[Bag and optional fees](#)

DEPART

Dallas/Fort Worth, TX to Harlingen, TX

Sunday, June 14, 2026

DFW → HRL
8:35 AM → **10:13 AM** 1h 38m Nonstop Main

AA3576 • E75-Embraer 175 • Operated by Envoy Air as American Eagle

[Details](#) | [Change](#)

RETURN

Harlingen, TX to Dallas/Fort Worth, TX

Sunday, June 21, 2026

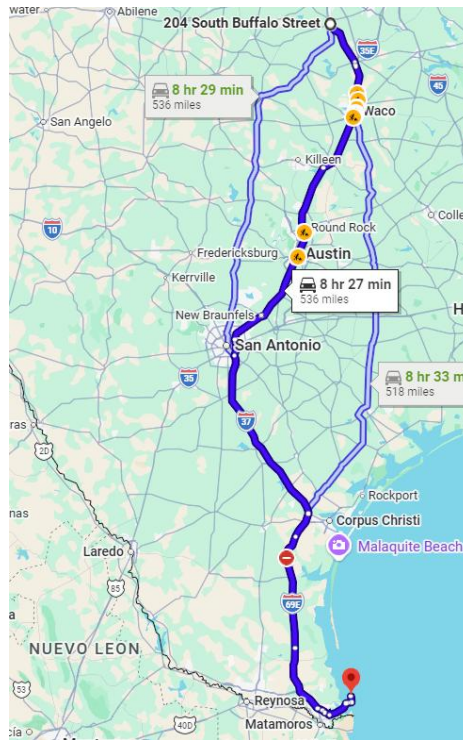
HRL → DFW
8:04 PM → **9:50 PM** 1h 46m Nonstop Main

AA3574 • E70-Embraer 170 • Operated by Envoy Air as American Eagle

[Details](#) | [Change](#)

ROUTE MAP – CDCAT ANNUAL CONFERENCE – MARYA GARREN

from 204 S. Buffalo St., Cleburne, TX 76033 to 7355 Padre Blvd., South Padre Island, TX 78597



Best 8h 26m

204 S Buffalo St, Cleburne, TX 76033

7355 Padre Blvd, South Padre Island, TX 78597

Add destination

Leave now Options

Send directions to your phone Copy link

via I-35 S **8 hr 27 min**
536 miles

Fastest route now, avoids road closures on US-77
⚠ This route has tolls.

Details Preview

ONE WAY

ESTIMATED ROUND TRIP MILEAGE COST = \$777.20 + TOLLS