

Travel Approval Form

Department: County Court at Law No. 2

Event Name: Court Professionals Conference

Location: Fort Worth, TX

Event Dates: July 27-29, 2026

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

Name of Attendees:

Lori Richards _____

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



04/27/2026

Required Documents Checklist:

**** Same-Day Travel - Commissioners Court Approval is not required ****

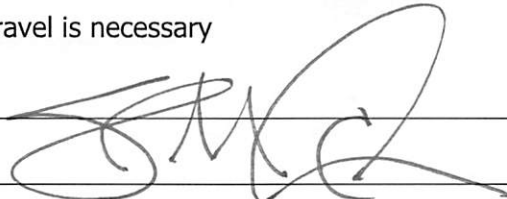
Overnight Travel

- 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:





Order confirmation

Texas Center for the Judiciary

Texas Center for the Judiciary 1210 San Antonio, Ste. 800 Austin, TX 78701

Order number

61911.00

Order date

Thursday, April 16, 2026

Bill to

Lori Richards

Payment method

AmericanExpress *****2005

Name on card

Lori A Schuster

Sold to

Lori Richards

204 S Buffalo Ave Ste 409

Cleburne, TX 76033-5404

Item	Quantity	Price	Total
2026 Court Professionals Conference When: 7/27/2026 8:30 AM - 7/29/2026 12:00 PM	1	85.00	85.00

Item	Quantity	Price	Total
• Lunch Day 2	7/28/2026 12:30 PM		
• Mental Health in Criminal Cases: Key Procedures	7/28/2026 1:30 PM		
• Break	7/28/2026 2:30 PM		
• Survey Says... Working with Self-Represented Litigants	7/28/2026 2:45 PM		
• Break	7/28/2026 3:45 PM		
• RURAL/MULTI-COUNTY: Understanding Roles in the Judge-Court Professional Relationship	7/28/2026 4:00 PM		
• Breakfast Day 3	7/29/2026 7:30 AM		
• Improving Judicial Interactions with People with Autism Spectrum Disorder			
• Break	7/29/2026 8:30 AM		
• Ethics: The Plot Twists	7/29/2026 9:30 AM		
• Break	7/29/2026 9:45 AM		
• Staying Well in a High-Impact Profession	7/29/2026 10:45 AM		
	7/29/2026 11:00 AM		

Item total	85.00
TRANSACTION GRAND TOTAL	85.00
Payment amount	85.00
Balance due	0.00

A confirmation is being sent to: lrichards@johnsoncountytexas.org **Send**

another copy to

Send

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