

PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

TILLAMOOK COUNTY TRAVEL AUTHORIZATION

2022

Please complete this form and obtain required signatures ***before*** traveling.

1. Name of Employee/Traveler: DAVID YAMAMOTO			2. Date: 03/15/2022		
3. Training Related/Conference (if yes, attach Agenda): <input type="radio"/> Yes <input checked="" type="radio"/> No			4. Airfare/Railfare: \$ 546.50 Confirmation Number:		
5. Name of Conference or Training: NACO WESTERN INTERSTATE (WIR) CONFERENCE			6. Conference/Training Cost: \$ 455.00		
7. Itinerary: Destination (City, State): Anchorage Alaska			8. Lodging Reservation Information:		
Est. Departure Date: 5/16/22 Time: 6:00am			Hotel Name: HILTON ANCHORAGE		
Est. Return Date: 5/20/22 Time: 5:00pm			Address: 500 WEST THIRD AVENUE		
			ANCHORAGE, AK, 99501		
			Phone number: 907-272-7411		
			Confirmation Number: 69104173		
9. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Etc.)			10. Lodging Rate:		
a. _____ c. _____			Amount per Night: \$ 219.00		
b. _____ d. _____			Tax per Night: \$ 26.28		
			Total per Night: \$ 245.28		
11. Meals: (Please CHECK which rate you are using in ONE box below)			Number of Nights: x 4		
Daily Meal Rate without receipts (See policy):			Total Lodging: \$ 981.12		
CONUS Rate with detailed receipts and accounting:					
*Daily Rate: _____ *(Standard rate or City Conus Rate)			12. Cost of Trip:		
			Airfare/Railfare: \$ 546.50		
			Lodging: \$ 981.12		
			Meal Per Diem: \$ 0.00		
			Personal Car Miles: \$ 99.92		
			Training/Conference Cost: \$ 455.00		
			Miscellaneous: \$ 0.00		
			Total Not To Exceed: \$ 2,082.54		
13. Personal Car Miles					
Total miles round trip: 170.8 x IRS Rate 0.585 \$ Total \$ 99.92					
14. Purpose of Trip (Be Specific): NACO WIR CONFERENCE 2022					
15. Approved for Payment:					
Meal Per Diem:		\$ 0.00	Transportation:		\$ 546.50
Personal Car Miles:		\$ 99.92	Training/Conference:		\$ 455.00
Misc:		\$ 0.00	Total		\$ 2,082.54
Lodging:		\$ 981.12			
16. Employee/Traveler Signature:				Date:	
17. Department Head/Designee Signature:				Date:	
18. Board of Commissioner's Signature (Required for Out-Of-State)				Date:	

Isabel Gilda

From: Auto-Receipt <noreply@mail.authorize.net>
Sent: Sunday, March 6, 2022 2:55 PM
To: Isabel Gilda
Subject: EXTERNAL: Transaction Receipt from NACO for \$455.00 (USD)

[**NOTICE:** This message originated outside of Tillamook County -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

National Association of Counties(NACo)

Order Information

Description: Charge - \$455.00
Invoice Number 22030622550530747874
Customer ID Isabel Gilda

Billing Information

201 LAUREL AVE 201 LAUREL AVE
Tillamook, or 97141
igilda@co.tillamook.or.us

Shipping Information

Total: \$455.00 (USD)

Payment Information

Date/Time: 6-Mar-2022 17:55:06 EST
Transaction ID: 63580592458
Payment Method: Visa xxxx7618
Transaction Type: Purchase
Auth Code: 078666

Merchant Contact Information

NACO
WASHINGTON, DC 20001
US

aamselle@naco.org

Thank you for your payment. If you have questions, please contact us on our Toll Free number or emails below. Toll Free: (888) 407-NACo (6226) Email Us Membership: membership@naco.org

Meetings & Conferences: nacomeetings@naco.org Billing: accountsreceivable@naco.org

Isabel Gilda

From: Alaska Airlines <alaska.it@alaskaair.com>
Sent: Tuesday, March 29, 2022 4:14 PM
To: Isabel Gilda
Subject: EXTERNAL: Receipt sent from alaskaair.com

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Your receipt is below.



Traveler Information

Traveler	Seats **	Services Requested	Traveler Documentation
Name: David Yamamoto			
MP#: Alaska Airlines 69104173 MVP® oneworld® Ruby	17C, 17C		Enter required documentation
E-Ticket: 0272131133417			

** Seat assignments are subject to change.

Flights

Flight confirmation code: **XLMRMX**

Flights		
Flight	Departs	Arrives
Flight 1 of 2 Alaska 359 Main (L) Nonstop <u>Details</u> --- First Class waitlisted --- --- Premium Class waitlisted --- Alaska 359 <u>Distance</u> : 1,538 mi Duration: 3h ours 45m inutes	Portland, OR (PDX) Mon, May 16 11:15 am	Anchorage (ANC) Mon, May 16 2:00 pm

Flights		
Flight	Departs	Arrives
Flight 2 of 2 Alaska 42 Main (Q) Nonstop Details --- First Class waitlisted --- --- Premium Class waitlisted --- Alaska 42 Distance : 1,538 mi Duration: 3h ours 34m inutes	Anchorage (ANC) Fri, May 20 7:20 pm	Portland, OR (PDX) Fri, May 20 11:54 pm

PRICE SUMMARY

Flight Total for 1 passenger: \$546.50

The VISA ending with *****2669 has been charged a total of USD \$546.50.

Total per passenger	\$546.50
Fare	
Base fare	\$492.16
Taxes and fees	\$492.16
	\$54.34
United States Flight Segment Tax Domestic	\$9.00
US Alaska/Hawaii tax	\$19.80
US psgr. facility charge	\$7.50
US Sept. 11 security fee	\$11.20
US transportation tax	\$6.84

Each ticket will be a separate charge on your credit card statement.

For additional assistance with your reservation, call us at 1-800-252-7522 for assistance.

RULES & RESTRICTIONS

Flight

- This ticket is **nonrefundable**.
- If you are unable to travel, you must notify us before the flight departs. If you do not, we will cancel your trip and your fare will not be available for future use.
- **Promotional discounts:** Discounts are not applicable to already purchased reservations.
- [View all fare rules](#)

Change and cancellation

- **For tickets purchased 24 hours or more prior to your scheduled departure time**, you may **also** cancel and refund it to the original form of payment **within 24 hours of the original purchase**.
- Additional fares and taxes may apply.
- Any changes and cancellations must be made prior to the scheduled departure time.

Baggage

- **Carry-on baggage:** Each passenger is limited to one carry-on bag that measures up to 22"x14"x9" plus one personal item. See our [Carry-on baggage](#) page for more information.
- **Checked baggage:** Your first checked bag fee is \$30 and the second checked bag fee is \$40. All [standard rules and fees](#) apply. Mileage Plan™ elite members, Alaska Airlines credit card holders and others may qualify for exceptions. Please refer to our [Checked baggage](#) page for more details, seasonal limitations, and restrictions.
- **Hazardous materials:** The U.S. federal government restricts hazardous materials in carry-on and checked baggage. [Read more about hazardous materials](#)
 - Aerosols
 - Canned fuel
 - Lithium batteries
 - Loose ammo
 - Small engines
 - Matches
 - Cigarette lighters
 - Oxygen
 - Flares & fireworks

Isabel Gilda

From: Hilton Hotels & Resorts Confirmed <noreply@h4.hilton.com>
Sent: Wednesday, March 9, 2022 12:26 PM
To: Isabel Gilda
Subject: EXTERNAL: Your May-16-2022 Confirmation #3246005924

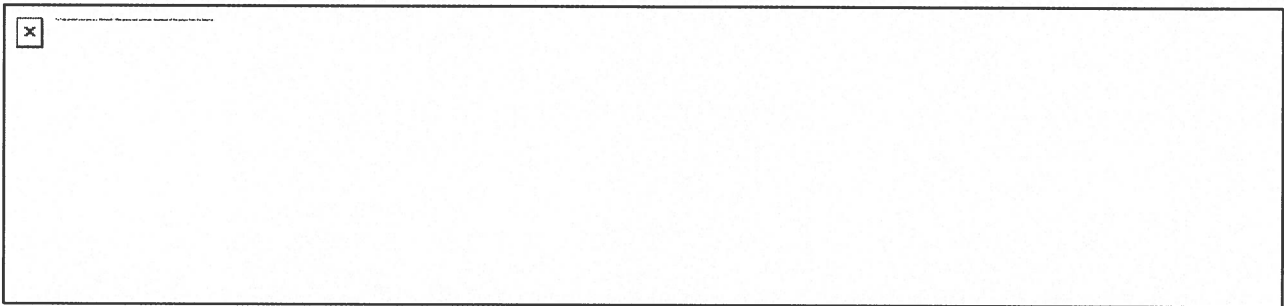
[NOTICE: This message originated outside of Tillamook County -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]



See you soon, DAVID YAMAMOTO

Your reservation for May-16-2022 has been confirmed.

Confirmation #3246005924



Hilton Anchorage

500 West Third Avenue
Anchorage AK 99501 US

[Maps & Directions >>](#)

19072727411

Due to the current travel environment, hotel amenities and services may be limited. Visit the **Hilton Anchorage** hotel website for property policies and updates. Please check with regional health and government authorities about the evolving health and safety requirements that may be in place at the location of your stay. [Learn more→](#)

Your Room Information

Guest Name:
Guests:
Rooms:
Room Plan:

DAVID YAMAMOTO
1 Adult
1
1 KING BED



Your Rate Information

NACO 22 WESTERN INTE

Rate per night

May-16-2022 - May-20-2022

219.00 USD

Total for Stay per Room Rate

876.00 USD

Taxes

105.12 USD

Total price for Stay

981.12 USD



[Modify Your Reservation >](#)



What To Expect When You Arrive



You must be at least 21 years old to check in. A valid photo ID and credit card are required at check-in. A deposit may be required at check-in. A valid photo ID and credit card are required at check-in. A deposit may be required at check-in.



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Plan Ahead With These Tips:



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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 May-15-2022, 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.

Comments & Requests | Additional Information

☐

We are a smoke-free hotel

Tax

12.00% Per Room Per Night

Self Parking: 15.00 USD daily

☐☐

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.

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

*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](#) to learn more about our Best Price Guarantee.

This offer is only valid for customers enrolling in Hilton Honors on or after Jan 1st, 2020.

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(TM) participants must complete up to two (2) paid stays during the Promotional Period to obtain Hilton Honors(TM) Bonus Points. The first stay within the Promotional Period will earn 2,000 Bonus Points. The second stay within the Promotional Period will earn 3,000 Bonus Points. If a guest completes just (1) eligible stay, they will receive 2,000 Hilton Honors(TM) 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.

TILLAMOOK COUNTY

REQUEST APPROVAL FORM TO UTILIZE EMPLOYEE/AGENT
PRIVATE VEHICLE FOR COUNTY BUSINESS
APPROVAL REQUIRED PRIOR TO USAGE OF PRIVATE VEHICLE

Destinations:

TO: PORTLAND FROM: TILLAMOOK

I request approval to use my private vehicle on 5/17/2022 to 5/20/2022 for
Tillamook County business purpose of:
DRIVING TO PORTLAND AIRPORT TO FLY TO NACO WIR CONFERENCE

Reason for using private vs. County owned vehicle is:
PERSONAL USE OF VEHICLE OUTSIDE OF MEETING

I am (X) am not () requesting mileage reimbursement. Insurance terms remain the same
whether or not mileage payment is requested. This form must accompany the
reimbursement request.

Personal or Private Vehicle Liability. If you authorize your employees/agents to use a personal
or private vehicle on County business, he/she is responsible to carry the minimum liability insurance
required by law (must provide proof before department head/designee approval). If employees operate a
personal or private vehicle on County business, their personal liability insurance policy is primary and
County coverage is excess. If the amount of liability to third parties exceeds their private policy limits, the
County will provide excess liability coverage.

The County does not cover collision or comprehensive insurance for personal vehicles. When utilizing a
personal vehicle for County purposes, the employee/agent is 100% responsible for collision or
comprehensive damage incurred to the vehicle.

The rationale of having County employees/agents complete a vehicle usage form is for their own
knowledge pertaining to County vehicle coverage, and liability protection from the County. Plus, the
signed form may give their department head/designee a heads up as to who will be using their own vehicle
on County business and committing department funds when claiming reimbursement for personal vehicle
mileage. The signing of the personal vehicle usage document will inform the County employee/agent that
their insurance is the first to be used in the event of a vehicle accident. Each department should keep a
copy of the signed form on file.

If involved in an accident while on official County business, I will advise the Human Resources
Department within twenty-four (24) hours by calling 503-842-3418.

Employee: _____ Date: _____

Department Head/Designee _____ Date: _____

CLAIMANT NAME: DAVID YAMAMOTO

MONTH OF: Mar-22

*Mileage rate is subject to IRS updates.

Approved for Payment

I certify that the within bill for services rendered and expenses incurred was to furnished Tillamook County, Oregon. That the items shown therein were not for the use or benefit of any individual person, but solely for the use and benefit of Tillamook County. That the prices charged therein are reasonable, and that the same is wholly unpaid.

Claimant Signature