



GERALD R. BARBER

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MEMO

September 4, 2015

Re: Appraisal Institute General Review Candidacy, General Review Case Studies Course, Travel Expenses

Gerald Barber and C.J. Garavelli plan to attend the General Review Case Studies Course offered by the Appraisal Institute in Louisville, KY October 5-9, 2015. I approve the following travel advances:

1. Appraisal Institute General Review Candidate Application
 - a. $\$187.50 \times 2 = \375 to be taken from line item #571
2. Travel – 2 airline tickets
 - a. Transfer from #556 to #480
 - b. $\$591.20 \times 2 = \$1,182.40$ to be taken from #480.
3. Lodging
 - a. Transfer from #671 to #480
 - b. 5 nights x $\$74.99$ (rate) x 2 rooms = $\$749.90$ to be taken from #480
4. Meals
 - a. $5 \times \$41$ (daily rate) x 2 = $\$410$ from #480
5. Review Case Studies course tuition
 - a. $\$745 \times 2 = \1490 taken from #480

Gerald R. Barber
Madison County Tax Assessor