



## Request for Approval of Out of State/Overnight Travel

<b>Type of Travel</b>	Out of State Travel
<b>Program</b>	Automotive Services
<b>Instructor(s)</b>	Steve Owen
<b>Event</b>	Instructor Training at Sinclair College
<b>Location</b>	Dayton, Ohio
<b>Dates</b>	06/17/2026 - 06/18/2026
<b>Rationale</b>	Receive update training needed for ASE Education Foundation Certification

Instructor Cost	
<b>Funding Source</b>	Corporate
<b>Registration</b>	n/a
<b>Transportation</b>	n/a
<b>Lodging</b>	\$600.00
<b>Parking</b>	n/a
<b>Meals</b>	\$120.00

<b>Total Cost</b>	<b>\$720.00</b>
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