



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: _____

Contact/Ext 1465 - Tanya Seibert

Name: Frank Tobar	Destination: Sanford, FL				
Department/Division: POLICE/USD	Date of: <table border="1"><tr><td>Departure</td><td>Return</td></tr><tr><td>8/3/2020</td><td>8/6/2020</td></tr></table>	Departure	Return	8/3/2020	8/6/2020
Departure	Return				
8/3/2020	8/6/2020				
Account To Be Charged: 001-5011-521-5501- <i>4,495.00</i>	Time of: 2:00 PM				
001-5011-521-4001- <i>414.00</i>	Estimated Cost: before mileage reimbursement \$1,909.00				

Purpose of Travel (Specify Conference, School or Other Reason) - **ATTACH ITINERARY**
To attend the Master TASER Risk Training and Re-certification course in Sanford, FL 08/3/20 - 08/6/20.

Date Approved By Council _____

Transportation: boldface or circle choice(s) POV - Estimated Mileage _____ City Vehicle
Common Carrier (complete below)

PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	TASER Training Academy 17800 N. 85th St Scottsdale, AZ 85255	Paid by Training		Vendor #	Check #
Due Date _____					Date
Hand Carry Y N	480-905-2072		\$1,495.00		
Lodging	SpringHill Suites 201 N Towne Rd Sanford, FL 32771	Sharing Room w/Taylor		Vendor #	Check #
Due Date _____	407-995-1000	Rate \$96.00			Date
Hand Carry Y N	Conf#	# Nights 3	\$288.00		
Common Carrier (if applicable)				Vendor #	Check #
Due Date _____					Date
Hand Carry Y N			\$0.00		
Other Expenses				Vendor #	Check #
Due Date _____					Date
Hand Carry Y N			\$0.00		
Other Expenses				Vendor #	Check #
Due Date _____					Date
Hand Carry Y N			\$0.00		
PER DIEM ADVANCE Refer to www.gsa.gov for rates - attach proof of rate (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast 0	@	\$13.00 =	\$0.00		Date
Lunch 3	@	\$14.00 =	\$42.00		
Dinner 3	@	\$23.00 =	\$69.00		
Incidentals 3	@	\$5.00 =	\$15.00		
			\$126.00		

TRAVEL APPROVALS

[Signature] *7/10/20*
Department Head Date

Finance _____ Date _____

(if applicable)

City Manager _____ Date _____

(ATTACH TO EXPENSE REPORT UPON RETURN)

Hello,

This is a reminder that you have been accepted into a **TASER Master Instructor Course at SANFORD FL on 3-7 AUGUST 2020**. In the meantime, we need you to purchase a Master Instructor Voucher [linked to SANFORD, FL] **2 weeks prior** to your course start date to enroll in the Axon Academy course. If we do not receive payment before 2 weeks prior, we may have to cancel your registration — if you have concerns about your payment timeline, please reach out to jryan@axon.com, otherwise if you have billing or purchasing questions/issues, please reach out to ecommerce@axon.com. Once you have purchased your Master Instructor Voucher [linked to SANFORD, FL], please **redeem and enroll** in the course on Axon Academy to finalize your enrollment. For purchase, redeem, or enrollment support, please reference these Help Center articles [linked to], or feel free to reach out to training@axon.com. Lastly, if you believe your agency previously purchased Master Instructor Vouchers as a part of a TASER 7 purchase, please reach out to training@axon.com for our team to verify. Thank you and we look forward to training with you soon.

JAY R. RYAN

Training Operations Specialist | Axon Training

M / 773 416 2704

jryan@axon.com

AXON.COM

Axon Academy – academy.axon.com

Training Resources – axon.com/training-resources

Course Request Form – go.axon.com/training-request

Master Instructor Course Application – go.axon.com/MIC-Registration

From: Training Department <training@taser.com>

Sent: Thursday, March 14, 2019 10:12 AM

To: Frank Tobar <Frank.Tobar@palmbayflorida.org>

Subject: Registration Confirmed - Master Instructor School - Sanford, FL - November 2019

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Frank:

Your registration has been confirmed. Please save this email for future reference.

Event: Master Instructor School - Sanford, FL - November 2019

Attending: Frank Tobar

Number in Party: 1

Time: 8:00 AM

Date: Monday, November 4, 2019

Confirmation Number: DRNYPJF2GFQ

Current Registration:

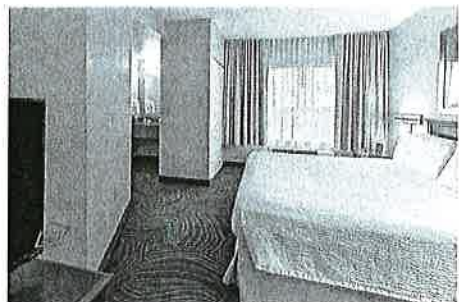
Registration Information:		
Registration Items		
Frank Tobar	Event Registration	
Sessions		
Frank Tobar	Day 1 Master School (Sessions Provided Later)	04-Nov-2019 8:00 AM
Frank Tobar	Day 2 Master School (Sessions Provided Later)	05-Nov-2019 8:00 AM
Frank Tobar	Day 3 Master School (Sessions Provided Later)	06-Nov-2019 8:00 AM
Frank Tobar	Day 4 Master School (Sessions Provided Later)	07-Nov-2019 8:00 AM
Frank Tobar	Day 5 Master School (Sessions Provided Later)	08-Nov-2019 8:00 AM
Additional Information		
Frank Tobar	Do you have any dietary restrictions?	
	No	

Order: KJNCGRMWYQQ		Invoice: MISNYC-032019-1355-0920		Order Date: 14-Mar-2019 10:11 AM ET	
Item			Price	Quantity	Amount
Event Registration			\$1,495.00	1	\$1,495.00
Order Total					\$1,495.00

i Please-Customers should review government guidance to confirm eligibility to travel & stay at hotel. See travelguidance.marriott.com. Reservations will not be honored where prohibited.

i To book an accessible room, select a room type first.

Show rates with taxes and all fees



Suite, 1 King, Sofa bed

ROOM DETAILS

Govt/military rate, federal government ID required

Rate Details

96 USD Avg./night
288 Total per room

SELECT



Suite, 2 Queen, Sofa bed

ROOM DETAILS

Govt/military rate, federal government ID required

Rate Details

96 USD Avg./night
288 Total per room

SELECT

SpringHill Suites Orlando North/Sanford

201 North Towne Road
Sanford, Florida 32771 USA

Phone: +1 407-995-1000
Fax: +1 407-995-5921
Sales: +1 407-995-1000
Sales fax: +1 407-995-5921

Arrival Information

Check-in and Check-out

Check-in: 3:00 PM
Check-out: 12:00 PM
Express Checkin, Express Checkout

Internet Access

Guest rooms: Wireless, Wired
Enhanced High Speed: Video chat, download large files + stream video for 4.95 USD/day
Lobby and public areas: Complimentary Wireless
Meeting rooms: Wireless

Parking

Complimentary on-site parking

Property Details

5 floors, 105 suites
2 meeting rooms, 1,546 sq ft of total meeting space

Pet Policy

Pets not allowed

Smoke-free Policy

This hotel has a smoke-free policy

Services & Amenities

All public areas non-smoking
Beauty shop
Coffee in lobby
Foreign exchange, nearby
Laundry on-site
Local restaurant dinner delivery
Newspaper in lobby
Valet dry-cleaning

Barber
Car Rental
Coffee/tea in-room
Housekeeping service daily
Limousine service
Mobility accessible rooms
Safe deposit boxes, front desk

Guest Room Information

Dining

Dining Services

Local restaurant dinner delivery
Sundry/Convenience store

Free Breakfast

Buffet breakfast, complimentary
Hot breakfast, complimentary

Fitness & Recreation

Activities

Biking trail (1 mile)
Bowling (5 miles)
Horseback riding (7 miles)
Jogging/fitness trail (10 miles)
Kayaking (14 miles)
River rafting (25 miles)
Sailing (35 miles)
Scuba diving (14 miles)
Snorkeling (35 miles)
Squash (10 miles)
Tennis (10 miles)
Surfing (33 miles)

Fitness

Fitness center on-site

Swimming

Outdoor Pool

Golf

(3.4 miles)

Local Attractions

Downtown Sanford's Alive After 5
Central Florida Zoo & Botanical Gardens
3755 NW Hwy 17-92
Zoom Air Adventure Park
Wayne Densch Performing Arts Center
Seminole Soccer Club Complex
Mike Bender Golf Academy
Blue Springs State Park
Lake Jesup Conservation Area
Aiguille Rock Climbing Center
Sanford-Orlando Kennel Club

Sea World
7007 SeaWorld Drive
Gallery on First
211 E. 1st Street
Sylvan Lake Park
845 Lake Markham Road
Museum of Seminole County History
300 Bush Blvd.
St. John's Airboat Tours
St. John's River Cruises
Congo River Golf
Canvas and Cheers
185 Towne Center Circle



U.S. General Services Administration

FY 2020 Per Diem Rates for ZIP 32773

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25