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| **Travel to Sacramento or Washington, D.C. for the week of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Email to: [legislativeaffairs@ceo.lacounty.gov](file:///C%3A%5CUsers%5CE465311%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CU7015XDH%5Clegislativeaffairs%40ceo.lacounty.gov)  CEO Legislative Affairs & Intergovernmental Relations Phone: (213) 974-1100 | Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_County Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date Submitted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Date(s) of Travel** | **Employee Name** | **Destination** | **Purpose of Travel** |
| **From** | **To** |
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