

House Operating Travel Authorization

L25-10459 NCSL CONF 8/3-9/25 JNU/ANC/BOS/ANC

TRAVELER NAME: Carolyn Hall

OFFICE OF: Carolyn Hall

PURPOSE OF TRAVEL: NCSL Conference, Boston

(explain full itinerary if international travel)

BUSINESS DATES OF TRAVEL: Aug. 3 - 9, 2025

Juneau (location)	ON 8/3/25 (date)	TO Anchorage (location)
Anchorage (location)	ON 8/3/25 (date)	TO Boston (location)
Boston (location)	ON 8/9/25 (date)	TO Anchorage (location)

PERSONAL TRAVEL:

If you choose to extend or modify your trip for personal reasons, a mock itinerary for the business travel dates is required to be submitted with your Travel Authorization(TA). Note that any personal travel deviations made in connection with a business trip are not covered by Risk Management.

SELECT AUTHORIZED EXPENDITURES:

☒ AIRFARE	☒ LODGING
☒ SURFACE TRANSPORTATION	☐ CAR RENTAL
☒ MEAL PER DIEM	☒ CONFERENCE FEE

By signing this form, I approve the listed expenditures and travel details.



Speaker of the House Signature

10/14/25
Date

INTERNATIONAL TRAVEL APPROVAL:

LAA Executive Director Signature *(International Travel Only)*

Date

SUBMIT TO SPEAKER OF THE HOUSE FOR APPROVAL
EMAIL COMPLETED FORM TO: Accounting.Group@akleg.gov

