STATE BAR OF TEXAS

JULY 2026 LOCAL BAR LEADERS CONFERENCE

If you are seeking reimbursement for travel to the Local Bar Leaders Conference, please fill this form out completely (including the second page), attach the original itemized receipts with this form, and return it by *September 4, 2026.*

- ○ At-Large Delegate
- ○ Executive Director Delegate
- ○ TYLA Official Delegate
- ○ ATJ Delegate

Make Check Payable to (please type or print):

Name: _____
(Individual or Company)

Bar No.:_____

Mailing Address: _____

_____

Date(s) of meeting: July 23-24, 2026

Date(s) of travel: _____

Location of Meeting: The Westin Galleria Houston

To Be Completed & Returned To:
Local Bar Services Department
P.O. Box 12487
Austin, TX 78711-2487
Fax: 512.427.4263
localbars@texasbar.com

STATE BAR APPROVAL

Date approved for payment: _____

Department Head: _____

Finance Department: _____

Please check your roundtrip distance and list your travel expenses (airline tickets, shuttle/cab fare, mileage). Receipts for all expenses, besides mileage, must accompany this form. Mileage is reimbursed at $0.76 per mile, up to the maximum dollar amount for your roundtrip distance.

Round Trip Distance	**Reimbursement Max**	**Expenses**
_____ 0 – 299 miles	$150.00	$_____
_____ 300 – 450 miles	$250.00	$_____
_____ 451 – 600 miles	$350.00	$_____
_____ 601 – 750 miles	$450.00	$_____
_____ 751+ miles	$550.00	$_____

Total Reimbursement Requested **$_____**

NO OTHER EXPENSES WILL BE REIMBURSED.

*******For State Bar Use Only*******

VENDOR # _ _ _ _ _

CODING:

FUND DEPT	ACCT	LOCATION	AA	TOTAL
_____	_____	_____	_____	$ _____
_____	_____	_____	_____	$ _____
_____	_____	_____	_____	$ _____
_____	_____	_____	_____	$ _____
_____	_____	_____	_____	$ _____
_____	_____	_____	_____	$ _____

GRAND TOTAL: $ _____

Total Reimbursement Requested
$_____

Certification of Claimant

I Incurred the expenses described above for the purpose stated. **I Attached** the original receipts for applicable expenditures except in cases where the receipt has been lost. **I certify** that this request is correct and unpaid to the best of my knowledge.

_____

Signature of Claimant Date

To be reimbursed, delegates must meet their attendance requirements and sign in to all mandatory breakouts. Please select the breakouts you attended so the correct sign-in sheets may be verified.

Thursday, July 23		
☐	1:45 p.m. – 2:45 p.m.	Local Bars – Future Forward: Trends Shaping the Bar
☐	1:45 p.m. – 2:45 p.m.	What's Next: Pathways to State Bar Leadership for Local Bar Leaders
☐	1:45 p.m. – 2:45 p.m.	TYLA – Youn g Lawyer Affiliate Awards & Partnerships
☐	1:45 p.m. – 2:45 p.m.	Local Bars – Law-Related Education – School Visits…No Problem
☐	3:00 p.m. – 4:00 p.m.	Leading From Anywhere Q&A
☐	3:00 p.m. – 4:00 p.m.	Local Bars – Local Bar Leadership in the AI Era
☐	3:00 p.m. – 4:00 p.m.	TLAP – Leading by Example: How Bar Leaders Can Foster Well-Being and Community in the Legal Profession
☐	3:00 p.m. – 4:00 p.m.	TYLA – Commit to Community with TYLA
☐	4:15 p.m. – 5:15 p.m.	Leadership Roundtable *Check One: Red, Orange, Yellow, or Green*
Friday, July 24		
☐	9:00 a.m. – 10:00 a.m.	ATJ – Access to Justice in Teas
☐	9:00 a.m. – 10:00 a.m.	Local Bars – At Your Service
☐	9:00 a.m. – 10:00 a.m.	TYLA – Handling a Crisis with TLAP
☐	10:15 a.m. – 11:15 a.m.	ATJ and TYLA – Technology Tips for Lawyers: Pro Bono and General Practice
☐	10:15 a.m. – 11:15 a.m.	Local Bars - Is Your Communication Strategy Up to Date
☐	1:15 p.m. – 2:15 p.m.	ATJ and TYLA – Serve Our State with Texas Free Legal Answers
☐	1:15 p.m. – 2:15 p.m.	Local Bars – Document Preservation & Records Management for Small Organizations
☐	1:15 p.m. – 2:15 p.m.	Mastering Texas MCLE: A Step-by-Step Guide
☐	2:30 p.m. – 3:30 p.m.	ATJ and TYLA – Reimagining Legal Access: Expanding Survivor Pathways Through Alternative Legal Models
☐	2:30 p.m. – 3:30 p.m.	Local Bars – Succession Planning