

Prairie View A&M University

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John Henley Williams Collection

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8-9-1942

## **Co-Operative Extension Work in Agriculture And Home Economics**

Prairie View A&M College

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Form D-217

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS  
AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS AND UNITED  
STATES DEPARTMENT OF AGRICULTURE COOPERATING

Extension Service

County Agent Work

REQUEST FOR AUTHORITY TO MAKE AN OFFICIAL TRIP IN THE INTEREST OF EXTENSION WORK  
OUT OF OFFICIAL COUNTY TO WHICH ASSIGNED.

To: Mr. J. H. Williams, District Agent  
Prairie View, Texas

I hereby request authority to make an official trip in the interest of Extension  
Work outside of my official county under the following conditions:

PERIOD - Beginning on or about: August 9, 1942

Ending on or about: August 15, 1942

Purpose of Trip: To attend the State victory training meeting

Mode of travel: (State whether by personal auto, train, bus, etc.)

**Personal Automobile**

The above travel will be included in my regular monthly travel expense claim  
to become a part thereof constituting a charge against my regular monthly  
travel allotment to the extent that such can be paid.

Respectfully submitted: Thomas Mayes Date: August 3, 1942

Official County: Caldwell Title: Negro Co. Agric. Agt.

Recommended: J. H. Williams Date: 8-7-42  
District Agent

Approved: E. B. Evans Date: 8-7-42  
State Leader, Negro Extension Work

REQUEST MUST BE SUBMITTED AND APPROVAL OBTAINED PRIOR TO DATE TRIP IS PERFORMED  
ATTACH THIS AUTHORITY TO YOUR TRAVEL CLAIM

Additional Forms May Be Secured From Prairie View Office

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Extension Service

County Agent Work

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OUT OF OFFICIAL COUNTY TO WHICH ASSIGNED.

To: J. H. Williams, District Agent  
Prairie View, Texas

I hereby request authority to make an official trip in the interest of Extension  
Work outside of my official county under the following conditions:

PERIOD - Beginning on or about: Dec. 28, 1942

Ending on or about: Dec. 28, 1942

Purpose of Trip: To attend a joint meeting of all  
agricultural agencies

Mode of travel: (State whether by personal auto, train, bus, etc.)

The above travel will be included in my regular monthly travel expense claim  
to become a part thereof constituting a charge against my regular monthly  
travel allotment to the extent that such can be paid.

Respectfully submitted: Thomas Mayes Date: Dec. 27, 1942

Official County: Caldwell Title: negro co. agri agent.

Recommended: \_\_\_\_\_ Date: \_\_\_\_\_  
District Agent

Approved: E. B. Evans Date: \_\_\_\_\_  
State Leader, Negro Extension Work

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to become a part thereof constituting a charge against my regular monthly  
travel allotment to the extent that such can be paid.

Respectfully submitted: Thomson Mayer Date: Dec. 27, 1942

Official County: Cardwell Title: Negro Co. agric agent

Recommended: \_\_\_\_\_ Date: \_\_\_\_\_  
District Agent

Approved: E. S. E. Date: \_\_\_\_\_  
State Leader, Negro Extension Work

REQUEST MUST BE SUBMITTED AND APPROVAL OBTAINED PRIOR TO DATE TRIP IS PERFORMED  
ATTACH THIS AUTHORITY TO YOUR TRAVEL CLAIM

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