

**PROMISSORY NOTE**

I, the undersigned, in consideration of an advance travel allowance of \$ \_\_\_\_\_ from the State of Montana, Dawson County for the purpose of defraying costs of official business travel, do promise to pay upon demand the sum advanced to the State of Montana, Dawson County if said travel is cancelled or postponed. Partial or total use of said sum as supported by the valid travel claim will be credited against repayment of the note if said use was for official business of and authorized by Dawson County.

The undersigned further agrees that said sum may be deducted from my salary check or checks provided repayment has not been made by the time the said salary checks are payable.

The undersigned further agrees that in the event it is necessary to bring legal action to collect on said note, said action shall be brought in Dawson County in the 7<sup>th</sup> Judicial District of the State of Montana and the undersigned hereby agrees to pay attorney fees and court costs of this department.

_____ (Signature of Claimant)	_____ (Street)
_____ (Your Social Security #)	_____ (City)                      (Zip)

TRAVEL DATES: \_\_\_\_\_

DESTINATION: \_\_\_\_\_

REASON: \_\_\_\_\_

**AMOUNT REQUESTED**

MEALS: \_\_\_\_\_

LODGING: \_\_\_\_\_

TRANSPORTATION: \_\_\_\_\_