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**OFFICE OF GOVERNOR RONNIE MUSGROVE  
INTEROFFICE MEMORANDUM**

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**TO:** SIMMONS  
**FROM:** RILEY  
**SUBJECT:** TRAVEL AUTHORIZATION  
**DATE** 9/26/00  
**CC:** FILE

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Given Boyd's absence and that the Governor and I leave for Roanoke on Sunday, will you please approve my attached "Travel Authorization?" Thanks.

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**OFFICE OF GOVERNOR RONNIE MUSGROVE  
INTEROFFICE MEMORANDUM**

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**TO:** COLE  
**FROM:** RILEY  
**SUBJECT:** TRAVEL AUTHORIZATION  
**DATE** 9/29/00  
**CC:** FILE

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Please approve the attached travel authorization for my trip to Roanoke this weekend with the Governor. I had Donna sign as my Division Head given Boyd's absence. Thank you!