



**CLUB SPORTS**

# Travel Form

Club Sport: \_\_\_\_\_

Year/Semester (circle): 20\_\_ / SPRING FALL

## Activity Details

Activity Date \_\_\_\_\_ Start Time \_\_\_\_:\_\_\_\_AM/PM Estimated End Time \_\_\_\_:\_\_\_\_AM/PM

Competition       Game       Tournament       Club Activity

Opponent/ Tournament: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

## Destination

Address: Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

School (If applicable) \_\_\_\_\_

Transportation Mode: Carpool  Car Rental  Van  Bus  Plane

*If carpooling, fill out appropriate Carpool Form.*

*ALL other transportation needs to be arranged in a timely manner specific to its kind.*

Overnight  Yes  No    \*\*If Yes, make appropriate arrangements 2 weeks prior to event

Departure Time \_\_\_\_:\_\_\_\_AM/PM Return Time \_\_\_\_:\_\_\_\_AM/PM

If activity date is different: Departure Date \_\_\_\_\_ Return Date \_\_\_\_\_

\*ATTACH ROSTER OF THOSE ATTENDING. Only those registered to the club can travel.

\*\*Attach hotel information if necessary.

President Signature \_\_\_\_\_ Date \_\_\_\_\_

President Name (Print) \_\_\_\_\_

Sponsor Signature \_\_\_\_\_ Date \_\_\_\_\_

Sponsor Name (Print) \_\_\_\_\_

Approved

Denied

Club Sports Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

Assistant Dean's Signature \_\_\_\_\_ Date \_\_\_\_\_