

Student Organization Travel

Trip Request/Approval Form

Club Name _____

Event Name _____

Travel Destination _____

Club Contact _____ Cell #: _____

Contact Email _____

Attach Transportation Manifest (indicate who is in each vehicle)

Event Dates and Times _____

Departure: Date _____ Time _____

Return: Date _____ Time _____

Contact Name(s) at Destination: _____

Phone #: _____

Lodging Name & Address _____

Phone #: _____

Method(s) of Transportation (check all applicable, and number if >1)

Rental Van Rental Car Airplane

Private Vehicle Bus Other (specify): _____

Club Contact Signature

Date

CSLIS Use Only

Approved

Campus Life Advisor Signature

Date

Student Organization Travel

Transportation Manifest

Club: _____ Club Contact: _____

Trip Dates: ___/___/___ to ___/___/___ Destination: _____

Type of transportation (check all that apply):

personal vehicle rental vehicle charter bus airline other

- | All drivers must possess a valid California Drivers License.
- | All vehicles must be insured.
- | No 15-passenger vans may be used for club travel.

Driver/Passenger Lists:

<p>Vehicle 1</p> <p>Type: <input type="checkbox"/> personal <input type="checkbox"/> rental</p> <p>Drivers: _____</p> <p>Passengers: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Vehicle 2</p> <p>Type: <input type="checkbox"/> personal <input type="checkbox"/> rental</p> <p>Drivers: _____</p> <p>Passengers: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Vehicle 3</p> <p>Type: <input type="checkbox"/> personal <input type="checkbox"/> rental</p> <p>Drivers: _____</p> <p>Passengers: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Vehicle 4</p> <p>Type: <input type="checkbox"/> personal <input type="checkbox"/> rental</p> <p>Drivers: _____</p> <p>Passengers: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

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<p>Vehicle 5 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>	<p>Vehicle 6 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>
<p>Vehicle 7 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>	<p>Vehicle 8 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>
<p>Vehicle 9 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>	<p>Vehicle 10 Type: <input type="checkbox"/>personal <input type="checkbox"/>rental Drivers: _____ _____ Passengers: _____ _____ _____ _____ _____ _____</p>

Club Contact Signature

_____/_____/_____
Date

