

TRAVEL APPLICATION/APPROVAL FORM
 UNITED STATES DISTRICT COURT
 UNITED STATES PROBATION OFFICE

TRAVEL REQUEST MUST BE SUBMITTED TWO WEEKS PRIOR TO DEPARTURE UNLESS FOR EMERGENCIES

Name:		Case Docket Number:	
Street Address:		Telephone (Home):	
City, State, Zip:		Telephone (Work):	
Destination:			
Departure Date:		Return Date:	
Purpose of Trip			
Person(s) Traveling With:		Relationship:	
ACCOMMODATIONS (will be verified)			
Name:			
Relationship:		Telephone:	
Address:			
MODE OF TRANSPORTATION			
<u>Vehicles:</u> Make/Model/License Number :		Owner of Vehicle:	
<u>Airlines:</u> Name of Airline:		Departure Flight Number and Time:	Return Flight Number and Time:
Other mode of transportation (specify):			

AGREEMENT:

I understand that any deviations from the approved travel grant requires written consent of the Probation Officer. I also agree to furnish prior to and/or upon my return, a resume of my itinerary; including temporary residence, personal contacts, and/or any other information requested by the Probation Officer. I declare under penalty of law that the above information is true and correct.

 SIGNATURE

 DATE

For Official Use Only: Travel Request Approved: Not Approved: (If disapproved, give reason) (Over)

CONTACT THIS OFFICE WITHIN 24 HOURS AFTER YOUR RETURN

Special Instructions: _____

 UNITED STATES PROBATION OFFICER

 DATE

Copy mailed to Chief Probation Officer in District of Destination

Copy mailed to Parole Commission, if applicable