ED/CA
Prob 37a

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:	
Mailing Address: Street Address: City, State, Zip:	Telephone (Home): 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		
Vehicles: Make/Model/License Number :	Owner of Vehicle:	
Airlines: 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

Forms available at **www.caep.uscourts.gov**