UNIVERSITY RECREATION

Club Sports Trip Itinerary & Travel Roster

Along with an accurate Travel Roster, this form must be submitted prior to all Club travel (any event not held on NC State's campus) in order to quality for trip related reimbursements (e.g. entry fees, lodging, etc.)

Participation Memo ☐ Yes ☐ No

Club Date

Event Type

Destination

Departure date from NC State Departure time from NC State

Return date to NC State Return time to NC State

Travel contact person *(required, preferably a Club Officer)*

Name Position

Cell Phone

Type of transportation *(check all that apply)*

☐ Rental Van ☐ Private Van ☐ Private Car ☐ Other

Club emergency contact person *(required, individual not traveling with the Club)*

Name Relation to Club

Phone Address

Coach/Faculty/Advisor traveling with Club *(if applicable)*

Name Phone

Travel Roster

Include all members traveling with the Club. If there are changes after submission, please update the Competitive Sports Office.

EMAIL

PRINT