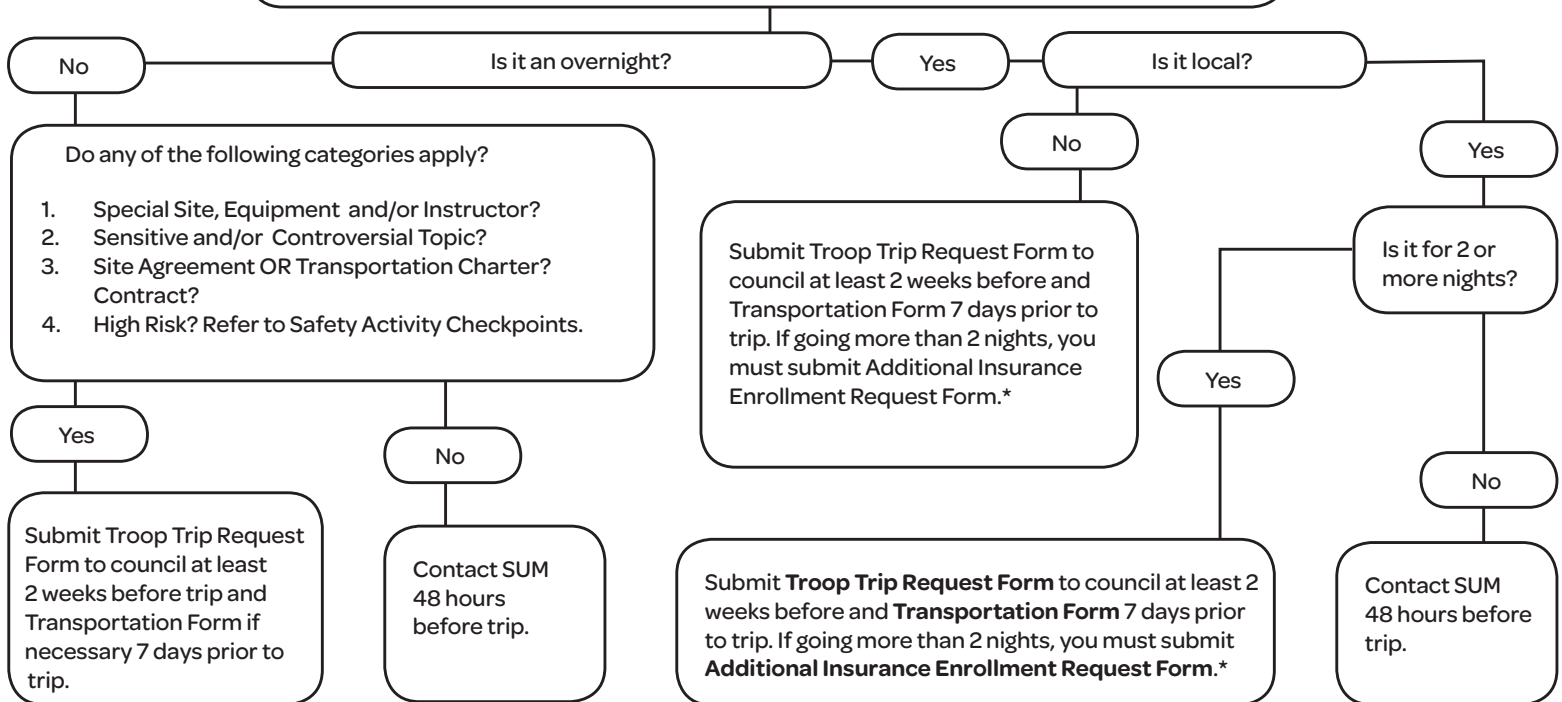


Navigating the Troop Trip Process

If you are meeting with your troop at a different time and/or a different location than the one listed on your Membership Dues Summary, follow the Troop Trip Process outlined below.



*If trip occurs during a federal holiday, three (3) nights are allowed before **Additional Insurance Enrollment Form** is required.

Transportation Form

Complete and submit to council headquarters a minimum of seven (7) days before approved travel dates. Transportation Form required to travel outside of local area, city or community. Complete a Transportation Form for each vehicle transporting girls.

Vehicle

<input type="checkbox"/> Private car	If using commercial transportation, please request a pre-signed copy of the rental agreement and attach to this form. If more than one driver is operating the vehicle, complete a Transportation Form for each driver.		
<input type="checkbox"/> Other (specify)			
Adult responsible for troop	Troop #	Date	
Description of trip/event/activity			
Location			
Name of driver	Driver's license #		
Vehicle license #	Vehicle make/year/model		
Insurance company	Policy #		

Passengers (list names and phone numbers)

In the event of serious injury/accident during business hours, after hours, and weekends, call council headquarters at 1.800.736.5243. Reminder: Activity Permission/Health History Cards must be in the possession of the driver during all travel to, from and during events/activities.