



**PERMISSION TO TRAVEL**  
**FOR**

\_\_\_\_\_  
*(Student Name)*

Travel is permitted with host parents or on Rotary authorized functions with proper adult chaperones. All travel must be approved by the District Youth Exchange Officer (YEO) or Inbound Coordinator, the host club, the host family and, for extended or distant trips, the student’s own parents in writing, exempting Rotary of responsibility and liability. Students may not travel alone or be accompanied only by other students unless being met on each end by Rotarians or their host families.

A complete itinerary should be given to the Youth Exchange Officer or Inbound Coordinator and to the Club Youth Exchange chair. District 5100 has an obligation to be able to reach any inbound student within 24 hours should the need arise. Use of this form is not required for weekend events sponsored or authorized by District 5100.

**Complete all applicable sections**

Host Family Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Address:

Street	City	State	Zip
_____	_____	_____	_____

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Will the student be missing school? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, how many days? \_\_\_\_\_

Purpose of Trip: \_\_\_\_\_



**Destination/Itinerary/Accommodations**

<i>Dates</i>	<i>Where staying? (Family, Hotel, etc.)</i>	<i>Address, including City/State</i>	<i>Phone # with area code</i>

**If traveling by car or van:**

Name of adult driver(s) 21+ years of age: \_\_\_\_\_

Make and year of car: \_\_\_\_\_ License plate# \_\_\_\_\_

**If traveling by plane, train, bus or other commercial carrier:**

Name of carrier: \_\_\_\_\_ Flight or Route : \_\_\_\_\_

**If not traveling with host parents (i.e. Rotary approved trips, school trips):**

Name of Organization: \_\_\_\_\_

Chaperone with whom student will travel: \_\_\_\_\_

Address: \_\_\_\_\_

**Street City State Zip**

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_





**COMPLETE THIS SECTION IF YOUR STUDENT WILL BE TRAVELLING  
OUTSIDE THE UNITED STATES**

**If the student will be traveling outside the United States, a new DS 2019 will need to be issued; otherwise the student will not be readmitted to the U.S. To start the paperwork (30 days advance notice needed) for this process, please supply:**

City, Country \_\_\_\_\_

Purpose of Trip \_\_\_\_\_

Where will student stay \_\_\_\_\_

Who will be the 24 hour chaperone? \_\_\_\_\_

<b>Approved by:</b>	<b>Signature</b>	<b>Date</b>
Mother		
Father		
School authority's signature (if school will be missed):		
Host Mother		
Host Father		
Host Club YEO		
District Officer		