



INTENT TO TRAVEL NOTIFICATION

Instructions

1. Complete the following Intent to Travel Notification form for activities lasting longer than two nights or trips farther than 150 miles.
2. Submit completed form to your field executive at least six weeks before anticipated travel. Approval will be contingent on satisfactory planning.
3. You will receive this form back by mail with a notification of its approval status and with a Traveling Troop/Camping Approval Request Form.
4. Please note that this is only a preliminary approval. The Traveling Troop/Camping Approval Request Form is also required for final approval.

GIRL SCOUT TROOP/GROUP TRAVEL INFORMATION

Troop/Group # _____ Service Unit _____

Troop/Group Age Level (circle one) Brownie Junior Cadette Senior

Leader/TripCoordinator: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (H) _____ (W) _____ E-mail Address _____

Date of Travel: From _____ To _____

Destination: _____

Why is your troop considering this destination? _____

What is the purpose of this proposed trip? _____

Mode of Transportation: _____ (Drivers should be 21 or older and have proof of insurance.)

Approximate number of girls: _____ Approximate number of adults: _____

Girl Scout troop/group trips should be based on age appropriate progressive activities. List in detail activities that support progression toward this activity: _____

Is the distance, length of trip, and planning required suitable for your age level group? _____

Leader/Trip Coordinator

Date

I understand this form is only a statement of intent and additional approval is needed for trips lasting longer than two nights and/or farther than 150 miles from regular meeting place. I also understand that I will need to secure the qualified adults as specified in Safety-Wise for the type of activities we will engage in.

FOR OFFICE USE ONLY

Date received: _____

Girl Scout troop/group _____ has received preliminary approval. Your group may proceed with your planning and preparation, using Safety-Wise as your guide. For final approval the **Traveling Troop Approval Request Form** must be submitted three weeks in advance

Girl Scout troop/group _____ has not received preliminary approval. Reason for denial: _____

Field Executive's Signature

Date