



**Marshall University
Club Sports Pre Travel Form
(must be submitted 48 hours before departure)**

Club Sport: _____

Destination: _____

Reason for Trip: _____

*Fill out trip roster on next page

Vehicle(s) Type: () Personal () Rental () University

Quantity of Vehicles: _____

*Need copies of Drivers' Licenses for all drivers, proof of insurance for all vehicles, and rental agreement for any rentals

Date of Departure: _____ Departure Time: _____

Date of Return: _____ Arrival Time: _____

Emergency Contact Name: _____

Emergency Contact Number: _____

Advisor's Signature: _____

