



DISTRICT 5190

PERMISSION FOR TRAVEL OUTSIDE OF D5190 (Including Rotary-Sponsored Trips)

Name of Student: _____

Name of Counselor: _____

Counselor's Phone #: _____ Email: _____

Name of Host Club: _____

Name of Host Family: _____

Host Family's Phone #: _____ Email: _____

Name of County Contact: _____

Please complete the following required information:

Name of responsible adult(s): _____

Contact information for adult (s): _____

Relationship to student: _____

Is the adult a Rotarian? Yes No If yes, what club? _____

Proposed itinerary/Destination: _____

Means of transportation: (i.e. car, bus, etc.) _____

Dates of travel: _____

Lodging & sleeping: (i.e. Hotel, camping, etc.) _____

Notes: _____

Please submit the permissions listed below for the type of travel, along with this form. (written or email)

Type of Travel	Approval Needed from:	Attached?	Time Frame (requested)
Local travel out of District 5190	Host family	<input type="checkbox"/>	Prior to travel
	Host Rotary Club/Counselor	<input type="checkbox"/>	
Non-local travel within the contiguous 48 states and outside of District 5190	Host family	<input type="checkbox"/>	1 week before travel
	Host Rotary Club/Counselor	<input type="checkbox"/>	
	Natural parents	<input type="checkbox"/>	
	RYE Country contact	<input type="checkbox"/>	
Travel to Alaska Hawaii or Mexico, Canada, Caribbean, or internationally	Host family	<input type="checkbox"/>	2 weeks before travel
	Host Rotary Club/Counselor	<input type="checkbox"/>	
	Natural parents	<input type="checkbox"/>	
	RYE County contact	<input type="checkbox"/>	
	RYE District Chairman	<input type="checkbox"/>	
	Sponsoring Rotary District Chairman	<input type="checkbox"/>	
Unaccompanied Travel See Travel Policy, Section 8	Host family	<input type="checkbox"/>	2 weeks before travel
	Host Rotary club/Counselor	<input type="checkbox"/>	
	RYE District Chairman	<input type="checkbox"/>	

Travel within District and less than 24 hours with the Host Family or a Rotarian does NOT require approval, but more than 24 hours within the District requires notification of the YEO or Club Counselor.