

Trip Information Form

(to be posted on the youth director's office door and held by at least one driver)

Name of Event: _____

Group & Number Going: _____

Date of Trip: _____

Destination: _____

Phone Number/ Contact Person at Destination: _____

Time of Departure: _____

Place of Departure: _____

Expected Time of Return: _____

Place of Return: _____

Cell Phone Contact number to/for Group: _____

(in case of emergency)

Youth on Trip:

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Adult on Trip:

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| Name of Driver | Vehicle Description | License Plate#/State |
|----------------|---------------------|----------------------|
| | | |
| | | |
| | | |
| | | |

Information collected, copied, and verified by: _____ Date: _____
(Youth director verifies, copies, and distributes form to the above mentioned places/people)