

Itinerary Information

Transportation Type:

☐
☐
☐

UTEP Fleet Vehicle

Airline

Other:

☐
☐

Rental Vehicle

Bus

☐
☐

Personal Vehicle

Train

Vehicle?

☐

Yes

☐

No

Name of Primary Driver:

Name of Secondary Driver:

Airline?

☐

Yes

☐

No

Carrier & Flight Numbers:

Confirmation Numbers:

Departure Airport:

Arrival Airport:

Departure Date & Time:

Arrival Date & Time:

Departure Airport:

Arrival Airport:

Departure Date & Time:

Arrival Date & Time:

Departure Airport:

Arrival Airport:

Departure Date & Time:

Arrival Date & Time:

Departure Airport:

Arrival Airport:

Departure Date & Time:

Arrival Date & Time:

Bus?

☐

Yes

☐

No

Carrier & Bus Numbers:

Confirmation Numbers:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Train?

☐

Yes

☐

No

Carrier & Train Numbers:

Confirmation Numbers:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Departure Station:

Arrival Station:

Departure Date & Time:

Arrival Date & Time:

Lodging?

☐

Yes

☐

No

Hotel Name:

Hotel Phone:

Check-in:

Hotel Address:

Check-out:

Other?

☐

Yes

☐

No

Please explain:

Activity, Event, or Project Leader(s)

If you need to list additional participants, please submit another form for those who do not fit in this document.

An Activity, Event, or Project Leader(s) is a Responsible University Employee who may be responsible for an itinerary for the activity, event, or project.

Name:		UTEP Email:	
Position/Title:		Mobile Phone:	
Name:		UTEP Email:	
Position/Title:		Mobile Phone:	
Name:		UTEP Email:	
Position/Title:		Mobile Phone:	
Name:		UTEP Email:	
Position/Title:		Mobile Phone:	
Name:		UTEP Email:	
Position/Title:		Mobile Phone:	

Non-Student/Employee Participant(s)

If you need to list additional participants, please submit another form for those who do not fit in this document.

Name:		Email:	
Mobile Phone:			
Address:			
Name:		Email:	
Mobile Phone:			
Address:			
Name:		Email:	
Mobile Phone:			
Address:			
Name:		Email:	
Mobile Phone:			
Address:			
Name:		Email:	
Mobile Phone:			
Address:			
Name:		Email:	
Mobile Phone:			
Address:			

Student Participant(s)

If you need to list additional student participants, please submit another form for the students who do not fit in this document.

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	

Name:			UTEP Email:		
Student ID:			Mobile Phone:		
Address:					
Classification:		College/School:		Major:	