

LEWIS UNIVERSITY

Club Sports

TRAVEL ITINERARY AND INFORMATION

****DUE 2 WEEKS PRIOR TO TRIP DEPARTURE TO THE DIRECTOR OF STUDENT RECREATION, FITNESS AND**

WELLNESS**

Club Name: _____ Date Submitted: _____

Officer Submitting Form: _____

Phone #: _____ Email: _____

Event/Competition Information

Event Name: _____

Event Sponsor/Host: _____

Sponsor/Host Contact: _____ Phone: _____

Additional Contact: _____ Phone: _____

Event Location _____

Address

City

State

Event Dates: _____ # Lewis Students Traveling: _____

Departure Date: _____ Return Date: _____

Lewis Club Information

Coach Traveling: _____ Cell Phone: _____

Club Advisor Traveling: _____ Cell Phone: _____

Lodging Information

Lodging/Hotel Name: _____

Name of Lodging Accommodations

Lodging Hotel Location: _____ (____) _____

City

State

Phone

Transportation Information

Method (Van/Car, etc.)	Date	From	To	Rental Company Contact Info (e.g. Phone)

LEWIS UNIVERSITY • One University Parkway, Romeoville, IL 60446-2200 • (815) 838-0500

LEWIS CLUB SPORTS TRAVEL ITINERARY AND INFORMATION

Traveler Information

(include everyone traveling – including coaches)

		People			Emergency		
First Name	Last Name	Soft	Email	Cell Phone	Emergency	Contact	Emergency
					Contact Person	Relationship	Contact Phone

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