

# TRIP DETAILS FOR GRANTEES AND TECHNICAL EVENTS

Date: \_\_\_\_\_

Please submit all forms eight (8) weeks before your scheduled deployment date.  
Tickets are purchased no later than fourteen (14) days in advance.

<b>NAME</b> ( <i>last, first, full middle name</i> ): _____		<b>NICKNAME:</b> _____	<b>GENDER:</b> <input type="checkbox"/> M <input type="checkbox"/> F	<b>CONTACT INFO:</b>  CELL: _____ WORK: _____ HOME: _____ EMAIL(s): _____ _____	
<b>MAILING ADDRESS:</b>  _____					
<b>EMERGENCY CONTACT INFO:</b>  Name: _____ Relationship: _____		Home Phone: _____ Work Phone: _____ Cell Phone: _____			
Event #:		PI Name:		ASC Science Implementer:	
Destination (business-related stopovers must be approved by the NSF): <input type="checkbox"/> MCM <input type="checkbox"/> South Pole <input type="checkbox"/> Palmer <input type="checkbox"/> Vessel - Cruise #: _____ <input type="checkbox"/> Port Call <input type="checkbox"/> Conference/Meeting: _____ <input type="checkbox"/> Other: _____					
Travel Legs (ASC tickets from the closest major airport.)					
From City/State or Airport	To City/State or Country	Departure Date (even if approximate)	Desired Departure Time (Earliest - Latest)	Desired Arrival Time (Earliest - Latest)	
			-	-	
			-	-	
			-	-	
Seating:* <input type="checkbox"/> Aisle <input type="checkbox"/> Window		Freq Flyer #(s): _____			
Special Meals:*		TSA/Global Entry #: _____			
Are you traveling with other USAP participants? If so, whom? _____					
Carrying high-value equipment (single piece of equipment worth more than \$1,000, excluding laptops or cameras)? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Excess baggage is anything over the 85 lb (38.5kg) Ice flight limit.			Excess Baggage?*		# of Extra Pieces
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Hotel Check-In Date: _____		Check-Out Date: _____			
Hotel in Christchurch:		Hotels in Christchurch are assigned			
Hotel in Punta Arenas:		1 <sup>st</sup> Choice		2 <sup>nd</sup> Choice	
Room Type:		<input type="checkbox"/> Smoking <input type="checkbox"/> Non-Smoking		<input type="checkbox"/> Single <input type="checkbox"/> 2 Twin Beds <input type="checkbox"/> 1 Double Bed	
Roommate Request: _____					
No Hotel Required: <input type="checkbox"/>		Local contact phone number: _____			
Notes or Other Special Requests (the southbound default is 2 nights Christchurch; 1 night Punta Arenas):  _____					

\*You are responsible for airline surcharges.

**Return to ASC Travel, 7400 South Tucson Way, Centennial, CO 80112-3938 Fax: 303-705-0742**

