

# TRIP DETAILS

## FOR GRANTEES AND TECHNICAL EVENTS

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>		Home Phone: _____		
Name: _____		Work Phone: _____		
Relationship: _____		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 (The USAP 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		Special Meals:*		Freq Flyer #(s):
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?* <input type="checkbox"/> Yes <input type="checkbox"/> No		Extra Weight
				# of Extra Pieces
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	3rd 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**

