

FULLTIME/PENINSULA/VESSEL DEPLOYMENT

This form ensures the deployment is approved and budgeted.
Please obtain a supervisor's signature before submitting to ASC Travel.

Name: _____
(*exactly as it appears on passport*)
Business Phone: _____
Teammate: _____
Supervisor: _____

Today's Date: _____
ASC Charge Code(s): _____

Mailing Address, if you are not deploying from the Denver office:

Cell: _____
Home: _____
Email(s): _____

AOD	To CHC or PUQ?	Depart Date from AOD	Ice Date or Cruise #	Requested Departure Time Earliest/Latest	Any TDY Going South?	Redeploy Date or Return Cruise #	Any TDY Going North?
				:	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> Y <input type="checkbox"/> N
				:	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> Y <input type="checkbox"/> N
				:	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> Y <input type="checkbox"/> N
				:	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> Y <input type="checkbox"/> N
				:	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> Y <input type="checkbox"/> N

Double Deploying? ☐ Check here if you plan on another trip to the Ice this season, even if you do not know the details.

Personal Travel or TDY (TDY must be pre-approved to schedule hotels, workspace, payroll, etc. Use *CHC-FRM-0001*.)

Personal Travel Dates (no pre-deployment personal travel in FY23):

Contact info, if any:

TDY Dates (must be approved by the Senior Leadership Team):

Dietary Restrictions:

Freq Flyer 1: Airline _____ FF # _____

Freq Flyer 2: Airline _____ FF # _____

Freq Flyer 3: Airline _____ FF # _____

TSA/Global Entry #: _____

Hotels are assigned; all hotel rooms in New Zealand and Chile are non-smoking.

Hotel Check-In Date:

Check-Out Date:

Room Type: ☐ 1 Bed ☐ 2 Beds

Hotel Roommate (opt): _____

No Hotel Required: ☐ Local contact phone number: _____

Supervisor's Signature: _____ **Approval Date:** _____

Submit to ASC Travel after obtaining approval. An email from the supervisor saying "approved" is accepted in lieu of a hard copy.

