U.S. PROBATION OFFICE
NORTHERN DISTRICT OF OKLAHOMA
TRAVEL REQUEST FORM

Note: Travel Request Forms should be submitted at least two weeks prior to your proposed departure date for all non-emergency travel requiring an overnight stay outside the Northern District of Oklahoma. All travel outside the boundaries of the Northern District of Oklahoma is subject to the approval of the U.S. Probation Office and all information submitted is subject to verification.

Name:_____ Date:_____

Address:_____ City/State/Zip:_____

Telephone Number: Area Code ( )_____

Departure Date:_____ Return Date:_____

Destination:_____

Purpose of Trip *(if business, include address)*:_____

Names Of Persons You're Traveling With:_____

DESTINATION ACCOMMODATIONS: (Private Residence/Hotel/Campground, etc...)

Name:_____ Relationship: (Private Residence Only):_____

Address:_____ City/State/Zip:_____

Telephone Number: area code ( )_____

MODE OF TRANSPORTATION:

Vehicle:

Year, Make and Model:_____

License Plate Number:_____ State:_____

Registered Owner of Vehicle:_____

Airline:

Name of Airline:_____

Flight Numbers:_____

Other Mode of Transportation (specify):_____

ESTIMATED COST OF TRAVEL: _____

Offender's Signature:_____

Approved:_____ Date:_____

U.S. Probation Officer