

Trip Application Form

This application must be submitted and approved prior to troop booking an activity. It also must be submitted within the timelines listed below. In some cases additional paperwork might be needed; please refer to the Trip Application Planning Guide for more information. Return this form to mvp@gsmists.org.

- High risk activities
- Extended travel (3 or more nights)
- International trips – 1 year in advanced or prior to any fundraising

I am completing this application for the following (please check all that apply):

TYPE OF TRIP			
<input type="checkbox"/>	Day Trip (over 60 miles from Council jurisdiction border)	<input type="checkbox"/>	High Adventure/Risk Activity
<input type="checkbox"/>	Troop Camping/Overnight (non-GSMISTS properties)	<input type="checkbox"/>	Troop Camping/Overnight (GSMISTS properties)
<input type="checkbox"/>	Extended Trip (3 nights or more, non GSMISTS properties)	<input type="checkbox"/>	Multi-troop

TROOP INFORMATION					
Troop #		Service Unit #		Troop Leader:	
Phone:		City:		Email:	
Girl Scouts (Name of Girls)			Adults Attending (Names of Adults)		
(Attach addition page of Girl/Adult Rosters, if necessary)					
Daisy (Grade K-1):		Female:			
Brownie (Grade 2-3):					
Junior (Grade 4-5):					
Cadette (Grade 6-8):		Male:			
Senior (Grade 9-10):					
Ambassador (Grade 11-12):					

ACTIVITY/TRIP PLANS

Activity/Purpose:

Place(s) traveling to:

Trip Dates

Estimated travel time to destination:

From:

To:

LODGING

This section only applies to NON-GSMISTS properties.

If you are planning to use a GSMISTS property, please fill out and submit a property reservation form as well.

Hotel/Motel

Non-council Camp Site

Not applicable

Lodging Name:

Phone:

Address:

City:

State:

Zip:

HIGH-RISK ACTIVITY

Please refer to safety activity checkpoints for a list of all activities that are considered to be high-risk.

High risk? Yes No

Describe:

CERTIFIED/TRAINED ADULTS

Adults listed must be present at all times. Lifeguards **MUST** have their certification and photo identification on them while lifeguarding. If you have more than three (3) certified adults, please add in the comments box below.

	Certified/Trained Adult 1	Certified/Trained Adult 2	Certified Trained Adult 3
Name:			
Complete Address:			
Phone:			
Certification:			

TRANSPORTATION (Please submit all rental agreements to mvp@gsmists.org)

<input type="checkbox"/> Cars – Personal	Individual Name:	
<input type="checkbox"/> Cars – Rental	Company Name:	
<input type="checkbox"/> Bus/Tour Company	Company Name:	
<input type="checkbox"/> Train	<input type="checkbox"/> Plane	For bus/tour companies – a current certificate of liability insurance (\$5 million minimum) is required.

EMERGENCY CONTACT

The emergency contact is not on the trip but can be reached during the activity/trip, hold participant information and notify parents/guardians of delays, emergency's, cancellations etc.

Name:		Phone (Day):	
Complete Address:		Phone (Evening):	

CONFIRMATION

I verify that we will review and comply with the Activity & Trip Planning Guide as well as Safety Activity Checkpoints for these activities/trips.

Troop Leader or Service Unit Team Member Name:		
Date:	Signature:	
Staff Signature of Approval:		

