

Due to COVID, **ALL overnight travel must be approved.**

For travel under 250 miles outside of Council jurisdiction this form must be submitted at least one month prior to travel, for travel over 250 miles it must be submitted a minimum of three months prior to travel. **This application is NOT required if you are participating in a council-sponsored trip.**

Once done, submit completed form by:

E-mail: girl.experience@gswny.org
Subject: Attn - Intent to Travel

Or fax: (585) 292-1086
Attn - Intent to Travel

Contact Information

Troop Number:

Grade Level:

Service Unit:

Leader/Troop Coordinator:

Daytime Phone #:

Address:

City, State, Zip:

E-Mail Address:

Number of Registered* Girls attending:

Number of Registered* Adults attending:

*Girl Scouts of Western New York, Inc. recommends that every girl and adult participating should be a currently registered member of Girl Scouts of the USA. Any adult attending an overnight trip MUST be a registered member of Girl Scouts of the USA and have an eligible background check with GSWNY.

Trip Troop Data

Destination* (Include Address):

**As per Volunteer Essentials, girls must be Cadette level or older to travel internationally.*

Day Trip

Overnight Trip

Camping on a Non-Council Site

(You will also need to submit a [Troop Camping on a Non-Council Site form](#))

Extended Trip

(more than 3 nights)

If more than 3 nights, how many?

Date of Departure:

Departure Time:

Date of Return:

Return Time:

How does this trip pertain to the Girl Scout program?

Adult in charge on trip:

Email of adult in charge:

Signature of responsible troop co-leader:

A digital signature on this document is considered the same as a real, live signature.

Council Use Only

Notes:

Date Received:

Packet Sent/E-mailed

Initials: