

UIS Student Life Travel Itinerary

RSO Name

Name of Event

Event Date

RSO Officer Name and
Signature

RSO Advisor Name
and Signature

Transportation Information

Date of Departure

Date of Return

Type of Transportation

University Vehicle (full time staff/advisor required as driver)

Private Vehicle (Attach Private Vehicle Information)

Rental Vehicle (Attach Rental Agreement)

Airline (Attach Reservation)

Commercial Bus (Attach Reservation)

Train (Attach Reservation)

Lodging Information

(If Applicable)

Location/Name of Hotel

Phone Number of Hotel

Traveler Information

All students traveling must have a Liability Waiver completed and attached to this final document before departure.