UNITED STATES DISTRICT COURT
OFFICE OF THE PROBATION OFFICER
District of Rhode Island

KURT E. O'SULLIVAN
Chief Probation Officer

JOHN G. MARSHALL
Deputy Chief Probation Officer

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Providence, RI 02903

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TRAVEL REQUEST/AUTHORIZATION FORM

Date: _____

Name: _____

Address: _____

Phone No. _____

Destination: _____

Departure Date: _____

Return Date: _____

Purpose of Trip: _____

Persons Accompanying: _____

Accommodations (will be verified):

Name: _____

Address: _____

Phone Number: _____

Mode of Transportation:

Vehicle: Make & Model: _____

Plate Number: _____

Owner: _____

Airline/Rail/Bus:

Carrier Name: _____

Departure No. & Time: _____

Return No. & Time: _____

Other Mode of Transportation (specify type, date, time & excursion no.): _____

(Please submit all travel requests two weeks in advance so that plans can be investigated)