

39th DISTRICT COURT TRAVEL REQUEST

29733 Gratiot Ave Roseville, MI 48066 586-447-4425

Submit or FAX (586-447-4433) to Probation Department a minimum of 7 days prior to your anticipated departure.

YOU MUST FILL OUT THIS FORM COMPLETELY AND BE IN COMPLIANCE WITH ALL TERMS OF YOUR PROBATION BEFORE YOUR REQUEST WILL BE CONSIDERED.

Name: _____ Case # _____

Phone # _____

Type of travel: Business _____ Pleasure _____ Other _____

Method of travel (check all that apply): Auto _____ Plane _____ Bus _____ Train _____ Boat _____

Destination: City _____ State _____ Country _____

Date of departure: _____ Date of return: _____

Lodging address: _____

Name of person/persons you are traveling with/visiting:

<u>Name</u>	<u>Relationship</u>
_____	_____
_____	_____
_____	_____

Telephone number where you can be reached while out of the state/country _____

All terms and conditions of your probation remain in effect while you are traveling, **INCLUDING DRUG AND ALCOHOL TESTING**. It is suggested that you contact the local District Court or Police Department in advance of your travel to arrange for drug and alcohol testing needs. You are responsible for providing documentation of out-of town testing to Probation in order to excuse any missed tests.

YOU ARE REQUIRED to provide proof of your travel at your next scheduled probation meeting upon your return. Receipts for food, lodging, gas, transportation and charge receipts will be accepted.

FOREIGN COUNTRIES including Canada have their own admission requirements. Permission granted for travel by this court does not guarantee you entry into any other country.

Date: _____ Signature: _____

Request to travel is hereby: Granted _____ Denied _____

Date: _____ Probation Officer: _____