

Sports Team Travel Pre-Arrival Requirements Form

Team Information

Team Name

Sport

Organization

Coach/Contact Name

Phone Number

Email Address

Travel Details

Date of Arrival

Time of Arrival

Arrival Location

Date of Departure

Time of Departure

Departure Location

Mode of Transportation

Accommodation

Hotel/Accommodation Name

Address

Phone Number

Number of Rooms Booked

Team Roster

Total Number of Members (including staff)

Attach/Enter Team Roster

Health & Safety Requirements

Medical/Special Requirements

Emergency Contact Information

Additional Notes/Requests