

**INTERNATIONAL      DOMESTIC TRAVEL  
EMERGENCY CONTACT INFORMATION**

<b>GROUP / TITLE:</b>	<b>GROUP LEADER</b>	<b>TOUR DATES</b>	
<b>CELL #</b>	<b>Land line (include 011-country code</b>	<b>Alternative #</b>	<b>Email</b>

<b>Department Contact Person</b>	<b>CELL #</b>	<b>Land line #</b>	<b>Email</b>

<b>TRAVEL ITINERARY</b>	<b>DATES</b>	<b>LOCATION</b>	

<b>Participant Name</b>	<b>Emergency Contact Person</b>	<b>Emergency Phone #1</b>	<b>Email</b>

**PROVIDE COPIES OF THIS COMPLETED FORM TO DEAN OR CHAIR OF YOUR DEPARTMENT PRIOR TO DEPARTURE**

You must identify an on-site person to serve as a "back-up" for you in case of an emergency. Work with your department to identify this person and obtain contact information.