



Student/Group Travel Manifest

(Complete and attach to Notification of Absence.)

Name of group: _____

Group sponsor: _____

Travel Itinerary

Transportation by plane (airlines -- _____)

by University vehicle

by Personal vehicle (license number, state -- _____)

Other -- _____

Date and time of departure _____

Date and estimated time of arrival at destination _____

Lodging

Name of hotel/motel _____

Address _____

Phone Number _____

Address and phone number, if other than above, where you may be reached:

Date and time of departure for return to WTAMU _____

Date and estimated time of arrival back at WTAMU _____

