

FOR OFFICIAL USE ONLY

Enclosure 8 DTS Travel Profile Information Worksheet/ Invitational Travel Order Request Form

Soldiers "REQUIRED" to attend the Yellow Ribbon Event will not be reimbursed for travel by the J9, Service Member & Family Support

SERVICE MEMBER INFORMATION

Comments:

Service Members Unit:		
Service Member Name (Rank, Last, First MI):		
Service Member Phone Number:		
Service Member Email:		

Guest(s) Contact Information	Guest One (1)				Guest Two (2)			
	Spouse	Parent	Sibling	Designated Individual	Spouse	Parent	Sibling	Designated Individual
Name (Last, First, Middle Initial):								
SSN (without dashes):								
Day Time Phone Number:								
E-Mail:								
Age(s) and Name(s) of Children:								
Home address:								
City & State:								
Zip Code:								
Purpose of Travel:								
Location of Event:								
Do you live within 150 miles from the event?		Yes	No			Yes	No	
Do you need lodging?		Yes	No			Yes	No	
Arrival Date:								
Departure Date:								
Mode of Travel:	Driver	Passenger	Other (Explain):		Driver	Passenger	Other (Explain):	
Emergency Contact Name:								
Emergency Contact Phone Number:								

Electronic Funds Transfer Data	Checking	Savings
Account Number:		
Routing Number:		

Version 1.0

Comments, concerns, and/or suggested improvements to this form may be addressed to the J9, Service Member & Family Support Office at (503) 584-2389 or sent to: Anderson Readiness Center, ATTN: J9, Service Members & Family Support, 3225 State St., Salem, OR 97301

Enclosure 8 DTS Travel Profile Information Worksheet/ Invitational Travel Order Request Form

** Soldiers attending the mandatory Yellow Ribbon Events will not be reimbursed for travel by the J9, Service Member & Family Support**

SERVICE MEMBER INFORMATION

Service Members Unit:	HHC/141 BSB
Service Member Name (Rank, Last, First MI):	SGT Doe, Jane E.
Service Member Phone Number:	(503) 584-3980
Service Member Email:	jane.doe@us.army.mil

Comments:

Mary carpooling with John but requests separate lodging.

Special dietary needs - allergic to peanuts

Guest(s) Contact Information	Guest One (1)	Guest Two (2)
	<input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Parent <input type="checkbox"/> Sibling <input type="checkbox"/> Designated Individual	<input type="checkbox"/> Spouse <input checked="" type="checkbox"/> Parent <input type="checkbox"/> Sibling <input type="checkbox"/> Designated Individual
Name (Last, First, Middle Initial):	<i>Doe, John F.</i>	<i>Doe, Mary N.</i>
SSN (without dashes):	<i>538721111</i>	<i>321321456</i>
Day Time Phone Number:	<i>(971) 211-5444</i>	<i>(971) 235-6888</i>
E-Mail:	<i>johnfdoe@gmail.com</i>	<i>maryd1000@yahoo.com</i>
Age(s) and Name(s) of Children under 17yrs:	<i>2/Melissa; 12mo/Joshua; 12/Samantha</i>	
Home address:	<i>1234 Happy Lane St.</i>	<i>6543 Sunshine Ave.</i>
City & State:	<i>Salem, OR</i>	<i>Salem, OR</i>
Zip Code:	<i>97306</i>	<i>97304</i>
Purpose of Travel:	<i>HHC/141 BSB Yellow Ribbon Event</i>	<i>HHC/141 BSB Yellow Ribbon Event</i>
Location of Event:	<i>Medford, OR</i>	<i>Medford, OR</i>
Do you live within 150 miles from the event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Do you need lodging?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Arrival Date:	<i>1-Jan-14</i>	<i>1-Jan-14</i>
Departure Date:	<i>4-Jan-14</i>	<i>4-Jan-14</i>
Mode of Travel:	<input checked="" type="checkbox"/> Driver <input type="checkbox"/> Passenger <input type="checkbox"/> Other (explain):	<input type="checkbox"/> Driver <input checked="" type="checkbox"/> Passenger <input type="checkbox"/> Other (explain):
Emergency Contact Name:	<i>Donald Duck</i>	<i>Mickey Mouse</i>
Emergency Contact Phone Number:	<i>(541) 111-2345</i>	<i>(541) 123-6897</i>
Electronic Funds Transfer Data	<input type="checkbox"/> Checking <input checked="" type="checkbox"/> Savings	<input type="checkbox"/> Checking <input type="checkbox"/> Savings
Account Number:	<i>6354654654</i>	<i>21564231568</i>
Routing Number:	<i>123456789</i>	<i>987654321</i>