**PASSENGER AMC AND/OR COMMERCIAL TRAVEL REQUEST FORM**

**From:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **EDIPI:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rank/ Last Name, First Name, MI**

**TODAY’S DATE (D/M/Y) \_\_\_\_\_\_\_\_\_\_ DOB (D/M/Y): \_\_\_\_\_\_\_\_\_\_ CAC EXP:** \_\_\_\_\_\_\_\_\_\_\_

**SEX: MALE / FEMALE LICWO (LEAVE): YES / NO LEAVE ADDRESS:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CONTACT #: PERSONAL EMAIL:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GOV-VPC LETTER (DEPARTING FROM): YES NO VPC/STORAGE SITE:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DEPARTURE LOCATION: OAJ ILM EWN RDU REGION: CONUS / OCONUS**

**DESTINATION LOCATION:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DETACH DATE: PAYMENT METHOD: IBA (GTCC) CBA (ORDERS/LETTER)**

**REQUESTED TRAVEL DATE:**   **TIME: Morning /Afternoon/ Evening**

**ALTERNATE TRAVEL DATE:**  **TIME:** **Morning /Afternoon/ Evening**

**# OF DEPENDENTS TRAVELING W/MEMBER**: \_\_\_\_ **OFFICIAL PASSPORTS: YES NO**

**List Members: Full Name/EDIPI or Passport No/DOB/Male or Female**

**PET 1:(DOG/CAT) BREED:**\_\_\_\_\_\_\_\_\_\_\_\_**Kennel Size:L**\_\_\_\_**” xW**\_\_\_\_**” xH**\_\_\_\_**”(\*TW):**\_\_\_\_\_\_**Lbs**

**PET 2:(DOG/CAT) BREED:**\_\_\_\_\_\_\_\_\_\_\_\_\_**Kennel Size:L**\_\_\_\_**” xW**\_\_\_**” xH**\_\_\_\_**” (\*TW):**\_\_\_\_\_\_**Lbs**

**(\*TW) Total weight = Pet weight and kennel weight combined.**

**EMERGENCY POC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Someone not traveling with you. Full Name and phone number**

***MEMBERS WILL RECEIVE A TRAVEL BOOKING FROM CWT SATO TRAVEL VIA EMAIL, PLEASE CONFIRM THAT ALL MEMBER’S INFORMATION IS CORRECT PRIOR TO PURCHASING YOUR TICKETS. CONTACT SATO TO PURCHASE TICKETS 10 DAYS PRIOR TO DETACH DATE IF USING GTCC. (IF TICKET IS NOT PURCHASED WITHIN 72 HOURS OF TRAVEL DATE IT WILL BE CANCELLED BY THE AIRLINE).***

**MEMBER SIGNATURE**  **DMO REPRESENTATIVE (PRINT)**