



# DIVISION OF PAROLE AND PROBATION Travel Permit Request



My Parole/Probation Officer is: \_\_\_\_\_

**NOTE:** Travel permit requests *must* be approved by your assigned supervising officer. Requests *must* be received no less than 5 working days in advance of the date you wish to leave. This form *must* contain complete information.

## Your Information

Your Name: \_\_\_\_\_ Home/Cell No.: \_\_\_\_\_  
Your Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

## Travel Information

Reason for Travel: \_\_\_\_\_  
\_\_\_\_\_

Date Leaving: \_\_\_\_\_ Date Returning: \_\_\_\_\_  
Staying at address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Staying at Name: \_\_\_\_\_ Phone where staying: \_\_\_\_\_  
Method of Travel: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
Vehicle Color: \_\_\_\_\_ License Plate No: \_\_\_\_\_ State: \_\_\_\_\_  
Airline to destination: \_\_\_\_\_ Flight No.: \_\_\_\_\_  
Airline on return: \_\_\_\_\_ Flight No.: \_\_\_\_\_

**NOTE:** Travel permit are a privilege, not a right. Do not request this privilege if you are not in compliance with your supervision conditions. This includes being current on all fee payments. Decisions will be made on a case by case basis for each request.

I hereby declare that the above information is true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date Submitted

Request approved by:

\_\_\_\_\_  
Supervising Officer

\_\_\_\_\_  
Date