

Office of Vice President

AUTHORIZATION FOR TRAVEL
Outside Southern California Conference Territory

Requests should be submitted to the office of Vice President

NAME: _____

TRAVEL TO: _____

PURPOSE: _____

TRAVEL DATES: _____

NAME/ADDRESS OF CALLING ORGANIZATION: _____

WHO PAYS? Calling organization; send bill c/o _____
 Southern California Conference
 Self Region Other _____

Date of Request

Signature of Applicant

Region Director – Dept. Director - Date

Office use only
Date of approval _____

Vice President

Pacific Union-called meetings within Union Territory do not need prior authorization; all out-of-conference travel must be authorized **PRIOR**
TO MAKING TRAVEL ARRANGEMENTS.