



Intent to Plan a National/International Trip

Use this form for:

- Any trip that is longer than one night outside the Council region.
- Any trip that is six nights or more within the Council region.
- Any international trip.

Submit this form to your service unit program consultant as soon as the troop begins planning an extended trip (typically three months to three years before trip). Doing so gives the service unit program consultant the opportunity to provide information, guidance and support in planning the trip. Completion of this form does not mean the troop has approval for the trip, or has even applied to take the trip; this form serves only as an information piece. The [National/International Trip Approval Form](#) is to be submitted no later than **one month** prior to the proposed national trip (preferably earlier) or **one year** prior for any trips outside of the U.S.A. Provide all information available when completing this form. If your trip involves an adult training pre-travel trip, email customer-care@gscoc.org with the date, accommodation and contact information.

Service Unit # _____ Troop/Group # _____ Level: Brownie Junior Cadette Senior Ambassador

Troop/Group Leader Name _____ Email _____

Day Phone (_____) _____ Evening Phone (_____) _____

Street Address _____ City _____ State _____ Zip _____

Planned Trip Start Date (MM/DD/YYYY) _____ End Date (MM/DD/YYYY) _____ # Nights _____

Trip Destination(s) _____

Type(s) of Transportation Planned _____

Type(s) of Accommodation Planned _____

Name of Trained *Adult(s) Accompanying Troop/Group _____

*Completed **Girl Scouting 101, Welcome to Colonial Coast**, and **Troop Paperwork & Trip Planning** or **Out and About**.

Will the troop/group be planning any money-earning activities to help pay for the trip? Please list.

Approximate Cost	
\$	Total Cost of Trip
\$	Cost Per Person

Approximate # of Trip Attendees	
	Registered Girls
	Registered Adults

Our troop/group intends to plan the trip described above. I agree to review and follow applicable GSUSA and GSCCC policies, standards and guidelines. I understand the [National/International Trip Approval Form](#) is to be submitted no later than **one month** prior to a national trip (two months for trips requiring additional insurance) or **one year** prior for any trip outside of the U.S.A.

Troop/Group Leader Signature _____ Date _____

Service Unit Program Consultant Name _____

Service Unit Program Consultant Signature _____ Date _____