

Business Manager: \_\_\_\_\_

University of Richmond Sport Clubs  
**Off-Campus Competition Request Form**

Club: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Person Filing Report: \_\_\_\_\_ Group Size: \_\_\_\_\_

Facility Manager: \_\_\_\_\_ Phone #: \_\_\_\_\_

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*(You must submit a travel itinerary ten days prior to your trip)*

Dates of Travel	Destination	*Request Approved	*Request Denied	*Date Travel Itinerary Rec'd	*Posted on Website

*(\* Indicates office use only)*

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*(For Office Use Only)*

Conditions/Requirements/Comments:

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