



# 2024 ROTARY ADVENTURE IN CITIZENSHIP PROGRAM

## TRANSPORTATION FORM

### TO BE COMPLETED BY THE SPONSORING ROTARY CLUB

The Rotary Club of \_\_\_\_\_ Province: \_\_\_\_\_

Registration # \_\_\_\_\_

Rotary Contact Name: \_\_\_\_\_

Telephone Daytime: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_

### TRANSPORTATION INFORMATION:

Please tell us how your student will be travelling to and from Ottawa.

#### By Air:

If your student will be travelling by air, we encourage you to use our centralized travel agency where we can better manage student arrivals and departures. Our Travel Agent in Ottawa, Maritime Travel, will book the lowest applicable airfare on all major domestic airlines. (We do not book discount airlines). Please note that any ticket booked by our Agent will include the baggage charge for 1 suitcase and allow for seat selection. We will endeavour to sit fellow participants on the same flight together. There are no agent fees applied to these bookings. All air tickets must be paid by major credit card. Please organize your reimbursement through your Rotary Club.

- ☐ I have attached an Air Travel Form (required if you will use our centralized Agent)
- ☐ Your club would prefer to book their own air travel. (Please respect our arrival and departure times)
- Arrival: Saturday, May 25, 2024 before midnight
- Departure: Wednesday, May 24, 2024 after 3:00 p.m. or Thursday morning May 30, 2024.

#### All Other Travel:

We would ask that you use current train or bus schedules to determine arrival and departure times and update us of any changes to that schedule as the time draws nearer. Car arrivals must be planned for arrival at 4:00 p.m.

SATURDAY MAY 25, 2024 Arrival Method: ☐ Train ☐ Car ☐ Bus Time of Arrival: \_\_\_\_\_

WEDNESDAY MAY 29, 2024 Departure Method: ☐ Train ☐ Car ☐ Bus

\*Time of Departure (after 3:00 p.m.) \_\_\_\_\_

OTHER: (PLEASE SPECIFY) \_\_\_\_\_

### Please confirm that all relevant documents are included

- ☐ Student Registration Form ☐ Transportation Form
- ☐ Signed Consent Form ☐ Air Travel Form (if applicable)

Email to: aicrotaryottawa@gmail.com

**By Mail:** Rotary Adventure in Citizenship Program  
c/o Margot Nicholls  
PO Box 553, Russell, Ontario K4R 1E7

**By Courier:** Rotary Adventure in Citizenship Program  
c/o Margot Nicholls  
1748 South Russell Road, Ontario K4R 1E5

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature