



Optimist International Housing and Travel Request Form



Whether you are Flying or Driving, please complete the following information and return no later than 21 days prior to date of travel.

Traveler's Name _____
(Please enter your full name as it appears on the government issued ID you plan to use when traveling.)

Address _____ City _____ State/Province _____ Postal Code _____

Daytime Phone _____ Cell: _____ Fax: _____

Email: _____

Do you have a medical condition requiring special assistance or dietary needs? _____

Will your spouse/guest be attending? Yes No

Are you? Driving Flying

HOUSING RESERVATIONS

King Double/Double Arrival Date: _____ Departure Date: _____

The hotel requires a credit card number for any incidentals.

Credit Card _____ Card Number _____ Exp. date. _____

AIRLINE RESERVATIONS (Complete only if you need your airline reservations made by Optimist International)

What is the *estimated* distance from your house to the airport? _____ Miles _____ Hours

Airport leaving from (city, state or airport code): _____ other nearby airports? _____

Going to (city, state or airport code): _____ other nearby airports? _____

Gender Male Female

Date of Birth: ___ Month ___ day ___ year

Departure date: _____

Departure time: Morning Afternoon Evening

Return date: _____

Departure time: Morning Afternoon Evening

Airline Preference: _____ Frequent Flyer# _____ Seat preference: Aisle Middle Window

SPOUSE TRAVEL

Do you need travel arrangements made for your spouse/partner? Yes No

➤ Same flight information as above? Yes No

➤ Spouse Name _____
(Please enter your full name as it appears on the government issued ID you plan to use when traveling.)

➤ Gender Male Female

Date of Birth: ___ Month ___ day ___ year

➤ Please include credit card information below for spouse travel.

Name _____ Mastercard Visa Discover

Card No. _____ Exp. Date _____ Security Code: _____

FAX, E-MAIL OR MAIL to arrive 21 days prior to date of travel to:

Sharon Parton, Meetings and Travel Manager

Optimist International ♦ 4494 Lindell Blvd. ♦ St. Louis, MO 63108
800-500-8130 ext. 207 ♦ Fax: 314-735-4107 ♦ sharon.parton@optimist.org