



TEXAS A&M
INTERNATIONAL
UNIVERSITY

15 Passenger Van University Travel Request

Supervisor/Dept. Head: _____

Driver(s): _____

Date: _____

Date of Departure: _____

Date of Return: _____

Destination: _____

Purpose: _____

Training provided by Environmental Health & Safety Date: _____

Note: Use of 12 or 15 passenger vans is strongly discouraged. 12 or 15 passenger/extended van occupancy may not exceed a total of 10 individuals, including the driver. This number must be reduced by one for every 170 pounds of luggage/equipment.

Approved by and date:

Supervisor/Dept. Head: _____ Date: _____

EH&S: _____ Date: _____