



# IPC Trip Proposal 4 DRAFT

 Please use the **<Edit Contents>** menu option (directly above) to complete this form. Remember to **<Save>** the page (bottom right) after making updates. Other than the two required fields immediately below, you may complete any portion of this form, save, and return later to continue where you left off.

 Trip Proposals must be completed at least six (6) weeks before the event start date.

## Person Completing Form

Name:	Date:
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## STAFF USE ONLY

Application Status	Assessment Due-Date	Form ID #
		IPC04

Trip Proposal Section	LINK: <a href="#">IPC Trip/Event Assessment 4 DRAFT</a>												
1) Number of Travelers: <i>(Note: Each traveler uses one trip of the five (5) allocated to each organization/structure).</i>													
2) Traveler Contact Information and Itinerary:													
<table border="1"> <thead> <tr> <th>Traveler</th> <th>Email</th> <th>From City</th> <th>From Country</th> <th>Depart Date</th> <th>Return Date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Traveler	Email	From City	From Country	Depart Date	Return Date							
Traveler	Email	From City	From Country	Depart Date	Return Date								
3) Special Travel Circumstances, Arrangements, Explanations, or Notations: <i>(Please identify each traveler, as applicable)</i>													
4) Event/Conference Name, Title, or Descriptor:													
5) Event/Conference Dates:	<table border="1"> <tr> <td>Start:</td> <td>End:</td> </tr> </table>	Start:	End:										
Start:	End:												
6) Event/Conference Website Link:													
7) Primary Event/Conference Location:	<table border="1"> <tr> <td>Street Address:</td> <td></td> </tr> <tr> <td>City:</td> <td>Country:</td> </tr> </table>	Street Address:		City:	Country:								
Street Address:													
City:	Country:												
8) ICANN Geographic Region:													
9) Activity Sponsors: <i>(Note: all event sponsors must be identified in order to comply with ICANN travel guidelines).</i>													
10) Proposed Goals and Outcomes:													
11) Additional Information <i>(optional)</i> :													
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