**Travel Exception Request**

In response to COVID-19 community health concerns, UNT has restricted busines travel. Only requests for essential business will be considered, which include research, recruiting and advancement work. Travel to attend or present at conferences is not permitted at this time. To request an exception to the travel restrictions, complete the information below and submit to Brenda Kihl at Brenda.kihl@unt.edu to begin the review and approval process.

**Name of Requestor:** Click or tap here to enter text.

**Name(s) of Traveler(s):** Click or tap here to enter text.

**Destination:** Click or tap here to enter text.

**Travel Dates:** Click or tap here to enter text.

**Mode of Transportation:** Click or tap here to enter text.

**Description and Purpose of Travel:**

 Click or tap here to enter text.

**Plan for social distancing and personal protection during travel:**

Click or tap here to enter text.

**Plan for travelers who become ill while traveling:**

Click or tap here to enter text.