

Department of Health Education & Behavior

Travel Profile Form

Fields marked **(Required)** must be completed to create your profile.

IMPORTANT NOTE

YOUR NAME AND AIRPORT SECURITY: Please make certain that the first, middle, and last names shown are identical to those on the photo identification that you will be presenting at the airport.

First Name (Required)

Nickname

Middle Name

No Middle Name

Last Name (Required)

Home Address

Street

City

State/Province/Region

Postal/Zip Code

Country

Contact Information

Work Phone (Required)

Home Phone

Cell Phone

Email Address (Required)

Emergency Contact Information

Name

Relationship

Street

Address same as employee

City

State/Province/Region

Postal/Zip Code

Country

Phone Number

Travel Preferences

Eligible for the following discount travel rates/fare classes (select from drop down)

AAA/CAA

Government

Military

Senior/AARP

Air Travel Preferences

Please select your preference for seat, seating section, and special meal needs from drop down menu.

Seat

Seating Section

Special Meals

Preferred Departure Airport

Other Air Travel Preferences

Medical Alerts

Hotel Preferences

Please select your preferred room type from drop down menu.

Smoking Preference

Don't Care

Room Type

Non-Smoking

Foam Pillows

Smoking

Message to Hotel Vendor

I prefer a hotel that has:

a gym

a pool

a restaurant

room service

Early check-in

Accessibility Needs

Wheelchair access

Blind accessible

Car Rental Preferences

Please select your preference for smoking and car transmission from the drop down menus.

Smoking Preference

Car Transmission

In-car GPS system

Message to Car Rental Vendor

Frequent-Traveler Programs

Your Frequent Traveler, Driver, and Hotel Guest Program

(Please enter programs exactly as they appear on your card, excluding spaces and dashes. Do not add any additional characters. Do not include the carrier code. If you enter a program incorrectly, we will get a profile error from the reservation system. For example, if your card is printed "AA12345" or "John Doe/12345", then your program number is 12345.)

Air/Rail Carrier: *Include carrier & frequent traveler #*

Hotel: *Include hotel chain & guest #*

The Transportation Security Authority (TSA) requires us to transmit some information. Providing gender and date of birth is required. If it is not provided, you may be subject to additional screening or denied transport or authorization. For more on TSA privacy policies or to view the records notice and the privacy assessment, see the TSA's web site at WWW.TSA.GOV.

Gender (Required) **Date of Birth (mm/dd/yyyy) (Required)**

Male

Female

DHS Redress No.

The DHS redress number is a unique number that helps TSA eliminate watch list misidentification. If you have a name similar to or the same as a name on the current terrorist watch list, and have experienced secondary security screenings at the airports, you will have the option of preventing this in the future by providing your Redress Number at the time of booking. To apply for a Redress Number go to the TSA web site.

TSA Pre Check (Known Traveler Number)

On Oct. 4, 2011 the Transportation Security Administration (TSA) launched an expedited screening pilot program called TSA Pre-Check. CBP has partnered with TSA on this Department of Homeland Security initiative, which is designed to help TSA focus resources on higher- risk and unknown passengers while expediting the process for lower- risk and known passengers whenever possible. The Known Traveler Number is a unique number assigned to "known travelers" from whom the Federal Government has already conducted a threat assessment and has determined do not pose a security threat. For more information about this program, or to locate your known traveler number, click here: <http://www.globalentry.gov/tsa.html>.

International Travel: Passports and Visas

Adding your passport information to your profile will allow us to include it in your reservations. Having this information in your reservation can make international travel a little easier.

Passports

I do not have a passport.

Passport Nationality	Passport Number	Passport Date Issued (mm/dd/yyyy)
Passport Expiration (mm/dd/yyyy)	Passport Place Issued (City, State)	Passport Place Issued (Country)

International Visas

Visa Nationality	Visa Type	Visa Number
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Visa Expiration (mm/dd/yyyy)