

## CTWG Out of State Vehicle and Unit Activity Request

This form is to be used anytime a corporate (CAP-owned) vehicle leaves the State of Connecticut - or for a CTWG unit (squadron/group/wing) activity that occurs outside the State of Connecticut. This form is not needed for travel to the following Wings: MA, RI and NY. All other travel outside the CTWG requires this form, including other Wings within Northeast Region.

Requesting Unit (squadron or group) \_\_\_\_\_

Out of state destination \_\_\_\_\_ Miles from unit to destination \_\_\_\_\_

Describe the reason for the request

\_\_\_\_\_  
\_\_\_\_\_

Name/CAPID of the Senior Member in charge: \_\_\_\_\_

Name/CAPID of the Senior Member developing ORM plan \_\_\_\_\_  
Attach ORM plan to this request.

Corporate Vehicle(s) – including Make, Model and Vehicle ID  
number \_\_\_\_\_  
\_\_\_\_\_

Name, CAPID and CAP drivers license number/expiration date for driver(s)

\_\_\_\_\_

If this is a 12+ passenger van, does the driver have an "F" or "A" endorsement and a current medical (required by DMV) if the driver has a State of Connecticut drivers license? YES NO N/A

Does the unit plan to tow a trailer? YES NO

Name, rank and CAPID for all CAP members riding in corporate vehicle or participating in out-of-state CTWG activity: attach list to this form

Does this trip involve an overnight stay? YES NO

Are there at least two CPPT certified Senior Members riding in each vehicle? YES NO

Are you aware the cadets traveling to CTWG (squadron/group/wing) activities outside the State of Connecticut require a CAPF31 signed by the parents, squadron, group and wing? YES NO

Squadron Commander Signature/Date

\_\_\_\_\_

Group Commander Signature/Date \_\_\_\_\_

Wing Commander Signature/Date

\_\_\_\_\_

**ALL EXPENSES INCURED DURING THE OPERATION OF THIS VEHICLE INCLUDING (BUT NOT LIMITED TO) PARKING, FEES, FINES, TOLLS, VIOLATIONS OR TICKETS ARE THE RESPONSIBILITY OF THE REQUESTING UNIT PER THE CTWG COMMANDER**