

Travel Request Form

Defendant's Name _____ Case # _____

Address _____ Phone # _____

Probation Officer _____ Destination location _____

Dates you are leaving and returning _____ Reason for travel _____

Does this trip interfere with any scheduled probation appointments or court hearings? _____

** In order to be granted permission to travel, you must fill out this form completely and turn it in to the Probation Department at least **FIVE** days prior to the date you are leaving. If your probation officer is not immediately available to review the form, you will receive a call before your departure date to let you know if you are eligible for travel. Make sure the testing option you choose is available to you **PRIOR** to departure.

YOU MUST IDENTIFY WHICH TESTING OPTION(S) YOU WILL BE USING

Alcohol Testing Options:

- 1. You may do your PBT's at a local police department or testing agency in the area where you are staying. You must provide verification of the date, time and result of the PBT's, as well as a phone number of the testing agency.
- 2. EtG's can be done at approved testing agencies for travel of three (3) days or less. Prices may vary.
- 3. In-Hom Device – this unit can be rented and taken with you as a personal breath test device that plugs into a regular wall outlet. Car adapters available. \$40.00 enrollment fee and \$3.00/day. (Contact Smart Start Michigan 4211 Irwin Harrison Twp, MI 48045 (888) 234-0198) *Must blow daily by 9am.
- 4. Ignition Interlock with camera – this unit can be rented and installed in your vehicle. \$100.00 enrollment fee and \$4.00/day (Contact Smart Start Michigan 4211 Irwin Harrison Twp, MI 48045 (888) 234-0198) *Must blow daily by 9am.
- 5. 24 hour alcohol monitoring tether can be rented and worn around ankle. Prices may vary. (Contact Smart Start or House Arrest Services 16039 E. Nine Mile Road Eastpointe, MI 48021 (586) 773-0700)

Drug Testing Options:

- 1. On trips lasting 1 or 2 days: Continue to call your testing agency to see if you are required to test. If you miss a drug test, you must make it up the morning after your return.
- 2. On trips lasting 3 to 14 days: You must take a drug test at your testing agency no sooner than the day before you leave, and you must take another drug test no later than the day after you return.
- 3. On trips lasting longer than 14 days: You must find an agency to perform your drug tests according to the testing protocol already in place. You will have to call your testing agency daily to find out if you need a drug test.

I have read the travel request form and agree to abide by the terms.

Signature of Defendant

Date

Signature of Judge and/or Probation Officer