

Tour Permit Procedures

Local: (under 500 miles each way)

- Has to be in service center 2 weeks before event date
- Has to have signatures of unit leaders
- Has to have contact information, complete with phone numbers
- Clearly defined location of event
- Full description of event
- Itinerary of trip (if applicable)
- Insurance of vehicle and/or drivers
- Form must be completed in its entirety
- Once approved, copy can be faxed to unit leader or event destination per request.

National Tour Permit Procedures:

National (over 500 miles each way)

- Has to be in service center 30 days before event date
- Has to have signature of unit leaders
- Has to have contact information, complete with phone numbers
- Clearly defined location of event
- Full description of event
- Itinerary of trip (if applicable)
- Insurance of vehicle and/or drivers
- Form must be completed in its entirety
- Once approved by Regional, copy can be faxed to unit leader or event destination per request