**Return Travel Request**

Please submit this form to JUSEC <program@fulbright.jp> as soon as possible in order for you to receive a return travel ticket from JUSEC, or ***at least 2 months prior to the departure date. Your return travel ticket will not be issued without this form.***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Grant Year** |  | **Grant Category** |  | **Grant expires on** |  |
| Name of Affiliation in Japan: |  | *(mm/dd/yyyy)* |

|  |
| --- |
| **Note: All names should be spelled exactly as they appear on the passport.** |
|  | *Prefix* | *last name* | *first name* | *middle name* | *date of birth* |
| **1. Name of Grantee**: |  |  |  |  | [mm/dd/yyyy] |
| 2. Name of Spouse: |  |  |  |  | [mm/dd/yyyy] |

(If spouse travels separately from grantee, must submit another travel request form separately using this form.)

|  |  |
| --- | --- |
| **Address in Japan:**  |  |
| Phone: |  | E-mail: |  |
| **Address in the U.S.:** |  |
| Phone: |  | E-mail: |  |

**Itinerary** (Please include domestic travel in Japan and the U.S.):

|  |  |  |  |
| --- | --- | --- | --- |
|  | Date | Place | Remarks (Staff Use) |
| **(example)** Leave August 1, 20xx Tokyo Arrive August 1, 20xx New York |
| Leave |  |  |  |
| Arrive |  |  |  |
| Leave |  |  |  |
| Arrive |  |  |  |
| Leave |  |  |  |
| Arrive |  |  |  |

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| --- |
| **JUSEC Authorization**  |
| *cleared by:* | *authorized by:* |
|  | / |  |
| Staff in charge  | Program Manager or Administrative Director |

|  |
| --- |
| b. Name(s) of family member(s) who will travel with you: |
|  | *prefix* | *last name* | *first name* | *middle name* | *date of birth* |
| Child: |  |  |  |  | [mm/dd/yyyy] |
| Child: |  |  |  |  | [mm/dd/yyyy] |
| Child: |  |  |  |  | [mm/dd/yyyy] |