

**EMERGENCY ESCORTED TRIP****SECTION I:**

Date: \_\_\_\_\_ Prepared By: \_\_\_\_\_ Institution: \_\_\_\_\_

Inmate Name: \_\_\_\_\_ Commit#: \_\_\_\_\_ Date: \_\_\_\_\_

Governing Offense: \_\_\_\_\_

Sentence: \_\_\_\_\_ S.E.: \_\_\_\_\_ P.E.: \_\_\_\_\_ REL: \_\_\_\_\_

**SECTION II: REASON FOR EMERGENCY ESCORTED TRIP**Imminent Death:  Death:  Other: \_\_\_\_\_

Name of Family Member: \_\_\_\_\_ Relationship: \_\_\_\_\_

Verified By: Funeral Director:  Doctor:  Other: \_\_\_\_\_

Name: \_\_\_\_\_

Cause: \_\_\_\_\_

Comments: \_\_\_\_\_

**SECTION III: DESTINATION**

Location: \_\_\_\_\_ Date of Trip: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Time Depart Institution: \_\_\_\_\_ Visit: \_\_\_\_\_ Time Return Institution: \_\_\_\_\_

**SECTION IV: TRANSPORTATION & SECURITY INFORMATION**Transportation Details: State Transportation:  Institution Transportation: Vehicles: \_\_\_\_\_ CO's: \_\_\_\_\_ CPO's: \_\_\_\_\_ Armed:  Unarmed: 15 Min. Private Visit:  No Side Trips: Full Restraints:  Restraints w/ CPO:  No Restraints:  Remain with CPO at all Times: 

Security Concerns: \_\_\_\_\_ Security Risk Rating: \_\_\_\_\_

STG Concerns: No  Yes  Comments: \_\_\_\_\_Relatives Incarcerated: No  Yes  Comments: \_\_\_\_\_ CORI: \_\_\_\_\_

Prior Emergency Escorted Trips: \_\_\_\_\_

Overtime Required: No  Yes  Comments: \_\_\_\_\_**SECTION V:**

Superintendent/Designee: \_\_\_\_\_ Date: \_\_\_\_\_

Approved  Denied  Comments: \_\_\_\_\_

Commissioner/Designee: \_\_\_\_\_ Date: \_\_\_\_\_

Approved  Denied  Comments: \_\_\_\_\_

**TRACKING FORM FOR EMERGENCY ESCORTED TRIP REQUESTS  
BY FIRST DEGREE LIFERS**

Date: \_\_\_\_\_ Called by/Ext: \_\_\_\_\_ Institution: \_\_\_\_\_

Inmate Name/Commitment Number: \_\_\_\_\_ DOB: \_\_\_\_\_

Governing Offense: \_\_\_\_\_

Sentence: \_\_\_\_\_ S.E.: \_\_\_\_\_

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Reason for Emergency Escorted Trip

Imminent Death:  Death:  Other: \_\_\_\_\_

Name/Relationship: \_\_\_\_\_ Cause: \_\_\_\_\_

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Superintendent/Designee: \_\_\_\_\_ Denied:  Date: \_\_\_\_\_

Rationale/Comments: First Degree Life Sentences are not eligible for Emergency Escorted Trips