



## The Rotary Foundation Group Study Exchange **Host District Itinerary Template**

This template is intended as a guide to be used in forming a host district itinerary. GSE requirements for the entire tour include five vocational days per team member, one or two days of isolated rest after arrival, a half day midweek to rest, one weekend day to rest, and two days of midtour rest.

**This itinerary should be sent to the sponsor district and GSE department no less than 45 days before the date of arrival. Teams will not be cleared for travel without an itinerary approved by The Rotary Foundation.** Please be thorough to ensure that in the event of an emergency all visiting GSE team members can be contacted quickly and effectively.

**This template represents up to one week of activities; please copy as needed.** Boxes expand as you type. Please complete in language of sponsor district if possible.

**Sponsor District:** \_\_\_\_\_

**Host District:** \_\_\_\_\_

Week	Morning	Afternoon	Evening	Rotary Club
Date:				
Date:				
Date:				
Date:				
Date:				
Date:				
Date:				

Host family	Team Leader:		
Dates:	Contact Name:	Phone:	
Address:	E-mail:		
Host family	Team Member:		
Dates:	Contact Name:	Phone:	
Address:	E-mail:		
Host family	Team Member:		
Dates:	Contact Name:	Phone:	
Address:	E-mail:		
Host family	Team Member:		
Dates:	Contact Name:	Phone:	
Address:	E-mail:		