



CONTRACTOR TRAVEL PROFILE

Please return to NYPA Contract Manager

*Name: _____
(As it appears on driver's license or passport.)

Passport #: _____

*Gender Male Female

Passport Expiration Date: _____

Vendor Name: _____

Country Issued: _____

NYPA Contractor #: _____

Country of Citizenship: _____

Work Site Location: _____

Driver's License #: _____

PO #: _____

*Date of Birth: _____

Permanent Street Address: _____

Place of Birth: _____

City, State ZIP _____

Email Address: _____

NYPA's Supervisor Name: _____

Cell Phone # _____

NYPA Back-up Supervisor: _____

Home Phone #: _____

Redress No. or Known Traveler No:(if known): _____

Work Phone #: _____

EMERGENCY INFORMATION

HOTEL PREFERENCE {enter Name and Account Number(s)}

Contact Name: _____

Smoking Room Non-Smoking Room

Contact Phone: _____

Hotel Membership: _____

Relationship: _____

Hotel Membership: _____

AIRLINE SEATING PREFERENCE

MILEAGE/BONUS PROGRAMS enter account number(s)

Aisle Window Other _____

American _____

Other Comments/Notes: _____

Delta _____

JetBlue _____

United _____

US Air _____

Other _____

* Required information for Department of Homeland Security's Secure Flight Program 49 CFR Parts 1540, 1544 and 1560

SECTION 94(1) (d) OF THE NEW YORK PUBLIC OFFICERS LAW REQUIRES THIS NOTICE TO BE PROVIDED WHEN COLLECTING PERSONAL INFORMATION FROM EMPLOYEES, CONTRACTORS, AND OTHER GOVERNMENT OFFICIALS.

This information is requested pursuant to Article 5, Title I of the Public Authorities Law. The principal purpose for which the information is collected is to deliver effective travel services in accordance with Section 96(1) of the Personal Privacy Protection Law, particularly subdivisions (b), (e) and (f). Failure to provide the requested information may result in ineffective communication and dissatisfaction among our business travelers.

This information will be maintained by the Travel Desk of the State of New York Located at 123 Main Street, White Plains, New York, or when appropriate, at one of the various Authority facilities.