

Visits Abroad Deadlines

Below are the deadlines that must be met by a group organising an International Trip.

Deadlines based on Documents

Visits Abroad Form (VA) - 6 Months (Non-EEU) or 3 Months (EU)

Emergency Contact Card - 1 Month

Host Emergency Contact Card - 1 Month

Overseas Travel Insurance Certificate - 1 Month

Programme including Adventurous Activity - 1 Month

Feedback Form - 1 Month (After return from Trip)

Deadlines based on Timings

<u>Deadlines (In Advance of Trip)</u>	<u>Requirement</u>
12 Months - 6 Months (Non-EEU) or 3 Months (EU)	Request a Visits Abroad Form by going to: j.mp/glnva
6 Months (Non-EEU) or 3 Months (EU)	Visits Abroad Form Only - Sent to DC then forwarded to ACCI
1 Month	Home and Host Emergency Contact Card, Insurance, Programme including Adventurous Activity - Sent to ACCI (DC can request copy in their District if required) International Letter of Introduction and Host Association Details sent to Party Leader.
1 Month (After return from Trip)	Fill in Feedback Form by going to: j.mp/glnfeedback