

Troup County Family Treatment Court

Over Night Leave Request

*****All requests must be submitted 2 weeks prior to the leave date.
Leave requests are not allowed in Phase 1 and only considered in
Phases 2-4 under special circumstances. If you are leaving the State of
Georgia, you must also advise your Probation Officer (if applicable).**

Name: _____ Todays Date: _____

What Phase are you in? _____

What day are you leaving on: _____ When are you returning: _____

Where will you be staying (please list the address, city, and state: _____

Purpose of overnight leave: _____

Best contact number while traveling: (_____) _____

Printed Name: _____

Signature: _____

Approved

Denied

Team Member Signature _____

Date _____