-To be completed only by non-employees of the University and retained by Sponsoring Department-

Dear ____________________________

You are currently participating in a California State University-affiliated program which requires air and/or ground transportation.

Air and ground travel involves risks and could result in damage to property, injury to persons, and death. Please be informed that the California State University assumes no liability for damage, injury, and death which may occur during air and/or ground travel required by the California State University-affiliated programs. Your participation in the program is voluntary, and you participate at your own risk.

Prior to undertaking a California State University-affiliated air and/or ground travel, you will be required to sign a “Release, Hold-Harmless and Informed Consent” statement. Please review the statement carefully before signing it.

Sincerely,

[Signature]

TYSON HILL
Senior Director for Risk Management

To be completed by travel participant:

My signature acknowledges that I have received and read this advisory.

_____________         ____________          __________
  Printed Name          Signature          Date

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