

Type of Transportation $\qquad$ School Bus $\qquad$ Charter Bus $\qquad$

Departure time $\qquad$ Departure place $\qquad$
Return time $\qquad$ Return place $\qquad$
What are the lunch/meal plans? $\qquad$
Explain briefly the purpose and objective of the trip:
$\qquad$
Provisions for Special Needs Students (transportation, personal needs, etc.) $\qquad$
$\qquad$
Provisions for students who have medical needs: $\qquad$

## Cost Computation

(Must be completed by teacher or form will be returned)
Distance round trip $\qquad$ miles $@ \$ 3.00$ per mile $=\$$
$\qquad$ Bus Charges: School bus @ \$21.00 per hour = \$
Number of buses: $\qquad$

## Total Bus charges \$

************************************************************************************)
Cost for Event (per student): \$ $\qquad$ PLUS Cost for buses (per student): \$ $\qquad$
Total cost per: Student: \$ $\qquad$ Adult: \$ $\qquad$
All monies due by (date) ___ REFUNDS WILL NOT BE GIVEN AFTER (DATE)
(2 WEEKS PRIOR TO TRIP)
++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++++
Office Use Only
Permission Granted $\square$ Yes $\square$ No Date $\qquad$ Authorization \# $\qquad$
Administrator $\qquad$
Bus Drivers: $\qquad$
$\qquad$
$\qquad$

