

Today's Date: \_\_\_\_\_

## ACTIVITY BUS REQUEST FORM

B.S.\_\_\_\_ Chesnee\_\_\_\_

**SCHOOL:** \_\_\_\_\_

**Date of Trip:** \_\_\_\_\_

**Group or Grade:** \_\_\_\_\_

**Number of Passengers:** \_\_\_\_\_

**Bill trip to:** School: \_\_\_\_\_ Person: \_\_\_\_\_

Signature of Person Responsible  
For Invoice Payment:

**Time of Departure:** \_\_\_\_\_

\_\_\_\_\_

**Time of Return:** \_\_\_\_\_

**Destination:** \_\_\_\_\_

**Driver to be obtained by Transportation:** Yes \_\_\_\_ No \_\_\_\_

Trips cannot be scheduled to leave before 8:15 and must return by 1:30.

The bus should arrive approximately 15 minutes early too allow for loading.

\*\*Group will be charged \$30.00 extra if the bus must be cleaned after the trip.

\*\*Behavior and rules for field trips is the same as on a regular school bus.

Call with any special information needed.

Call prior to trip to ensure that your trip has been scheduled.

\*\*\*Close all windows and take trash off bus.