

# School-Related Student Trip Request Form

Section 1 (To be completed by requesting organization – Incomplete forms will be returned, causing a delay in scheduling transportation for the event)

Date of Request 9/2/21cDate of Event 12/2/21

Organization GT Schoo -All schools grades 4-12

Number of Passengers approximately no more than 50

Type of Trip (Check One)

- In-County Instructional                       In-County Athletic                       Other: (Explain In Detail)  
 Out-of-County Instructional               Out-of-County Athletic  
 Out-of-State Instructional                       Out-Of-State Athletic

Destination (Event, City, and State):Roxy theater - Clarksville, TN

Planned Stops To and From: Dinner at a restaurant in Clarksville

Departing Location: TCCHS                      Date of Departure: 12/2/21. Time of Departure: 4:30

Returning Location: TCCHS      Date of Return: 12/2/21 Time of Return: 9:45 PM

Chaperone/s: Lisa Petrie                      Chaperone's Phone # 270-498-0452

Special Requests (Check One)

- Van                       Handicap Access                       Other: (Explain In Detail)

If requesting the Van, has the person driving been certified and approved to drive?  Yes               No (Check One)

Person Driving Van: Click here to enter text.              Trip Requested By: Click here to enter text.

Organization Responsible for Payment TC Athletics

Approval of Site Based Council Representative Jennifer Ogler                      Date 9/7/21

## DISTRICT USE ONLY

### Section 2

Approval of District Representative \_\_\_\_\_ Date: Click here to enter a date.

## DRIVER – TURN THIS FORM IN WITH TIMESHEETS

### Section 3

Date/Time of Departure: Click here to enter text.                      Odometer Start: Click here to enter text.

Date/Time of Return: Click here to enter text.                      Odometer End: Click here to enter text.

I hereby certify that the above information is correct to the best of my knowledge.

Driver Signature \_\_\_\_\_ Date Click here to enter a date.

Driver Comments: Click here to enter text.

Coach or School Representative Signature \_\_\_\_\_ Date Click here to enter a date.