

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 Jan 3, 2022 Date of Event Feb 18, 2022
 Organization TC FFA School TCFS
 Number of Passengers 25 40 45

Type of Trip (Circle 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)) Nat. Farm Machinery Show Kentucky Expo Center Louisville, KY 40209 937 Phillip Lane

Planned Stops to and from Beaver Dam Rest stop 2 times and Bad

Departing location TC Greenhouse Date of Departure 2/18 Time of Departure 7 AM leave at 4 Louisville time

Returning location TC Greenhouse Date of Return 2/18 Time of Return 7 PM

Chaperone(s) Quashawn Quarles & Shyla Perry Chaperone's Phone # 270-206-2813

Special Requests (Check One)

- ☐ Van ☐ Wheelchair Accessible ☐ Other: Monitor ☐ 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 _____ Trip Requested By: Quashawn Quarles

Organization Responsible for Payment TC FFA

Approval of Site Based Council Representative [Signature] Date 1-5-22

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District Use Only

Section 2

Approval of District Representative _____ Date _____

DRIVER – TURN THIS FORM IN WITH TIMESHEETS

Section 3

Date/Time Departure: _____ Odometer Start: _____

Date/Time Return: _____ Odometer End: _____

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

Driver Signature _____ Date _____

Driver Comments:

Coach or School Representative Signature _____ Date _____

Review/Revised: 4/9/2018