

FIELD TRIP REQUEST FORM

Name of School: Ryle
Date of Field Trip: 4/16/2024 to _____
Days of School Missed: 1
Location of Field Trip: 430 W. Vine St. Lexington
Grade Level and Number of Students Attending: 9-12 24
Number of Chaperones Attending: 3
What form of transportation will be used?* Be Specific. Common Carrier ▼

Have field trip rules been explained to the students and chaperones?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Are there students being denied the right to attend due to finances?	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
Does this trip comply with Title IX equity issues?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Brief Description (Be specific regarding educational purpose):

Archery State Tournament

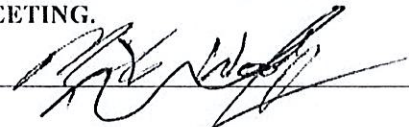
Please check the appropriate box:

☐ To be used for 1 (one) day trips using school bus or private automobile.*
NEEDS PRINCIPAL APPROVAL ONLY. PLEASE SEND ALL FORMS TO DISTRICT OFFICE.

☐ To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips.
TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.

☒ To be used for trips taken by common carrier.
TO BE APPROVED BY THE BOARD OF EDUCATION.

NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.

Sponsor Signature: 
Principal Signature: _____ Date Approved: 3/20/24

DISTRICT OFFICE USE ONLY

Approved by: _____ Date: _____

* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.

Email

Print

Reset

Please print this form and email to <mailto:tammy.jump@boone.kyschools.us>

FIELD TRIP REQUEST FORM

Name of School: Cooper H.S.

Date of Field Trip: 4/16/24

Days of School Missed: 1

Location of Field Trip: Lexington KY - Central Bank Exhibition Hall

Grade Level and Number of Students Attending: 9-12

Number of Chaperones Attending: 3

What form of transportation will be used? * Be Specific. Common Carrier - Executive Transportation

Have field trip rules been explained to the students and chaperones?

YES ☒ NO ☐

Are there students being denied the right to attend due to finances?

YES ☐ NO ☒

Does this trip comply with Title IX equity issues?

YES ☒ NO ☐

Brief Description (Be specific regarding educational purpose):

KHSAA state archery tournament

Please check the appropriate box:

☐

To be used for 1 (one) day trips using school bus or private automobile.*

NEEDS PRINCIPAL APPROVAL ONLY. PLEASE SEND ALL FORMS TO DISTRICT OFFICE.

☒

To be used for overnight trips, trips of more than one instructional day and Co-curricular/Extra-curricular trips.

TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.

☒

To be used for trips taken by common carrier.

TO BE APPROVED BY THE BOARD OF EDUCATION.

NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.

Sponsor Signature: Randy Baul

Principal Signature: Dr. Michael Welch Date Approved: 03/19/24

DISTRICT OFFICE USE ONLY

Approved by: _____ Date: _____

* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.

Executive Charter, Inc.
1810 Monmouth St. Newport KY 41071
859-261-8841
reservations@executivetransportation.org

Account Name: RYLE HIGH SCHOOL / ARCHERY Acct ID: 5562962

Address: 10379 US 42 UNION, KY 41091

Client Contact: MARK EVANS Phone#: 8595562962

4/16/2024 7:00:00AM	RYLE HIGH SCHOOL ARCHERY / PO #	Confirmation# 2982533
MOTOR COACH 47	FROM: RYLE HIGH SCHOOL: 10379 US 42, UNION, KY 41091	FARE: \$1,345.00
PO #	TO: CENTRAL BANK CENTER: 430 W VINE ST, LEXINGTON, KY 40507	TIPS: \$50.00
TRIP REMARKS:		
WAIT AND REUTRN		
		Total Fare \$1,395.00

Invoice Total: \$1,395.00

DEPOSIT: A \$100 deposit per motorcoach is required to reserve service. To avoid cancellation, the balance of the payment is due thirty (30) days prior to the event. If balance is not paid in full 30 days prior, trips can be cancelled without notice to fulfill company needs.

CANCELLATION: We have a 2 week cancellation policy. Cancellation less than two (2) weeks prior to service will result in forfeiture of all monies paid.

PAYMENTS: We accept credit card, check or EFT. Please make checks payable to: Executive Charter, Inc.

CREDIT CARD PROCESSING FEE: A processing fee of 3% will be added to all credit card payments.

PAST DUE AMOUNTS: A Finance Charge of 2% Per Month, 24% Annual Percentage Rate will be charge on all past due accounts.

PRICE VARIATIONS: The price quoted above is from terminal to terminal and is based upon the information originally given. Any changes may affect the original price quote.

AMENITIES such as wi-fi, PA system, electrical outlets, DVD players and TV monitors are provided at no charge. Therefore no refund will be issued for the failure of such amenities.

DAMAGE AND CLEAN UP FEES: If excessive clean up is required there will be an additional charge of \$250. You will be liable for any damage caused by the passengers of the bus.

ITINERARY: A specific itinerary is required 2 weeks before the trip, listing all locations and expected times for the driver(s).

NOTES: Please check the information above regarding your trip. Please contact us with any changes, corrections, or additions to your itinerary. Our staff is anxious to help you.

Please sign and return with your deposit to ensure your coach reservation.

Signature _____ Date _____

Executive Charter, Inc.
1810 Monmouth St. Newport KY 41071
859-261-8841
reservations@executivetransportation.org

Account Name: COOPER HIGH SCHOOL / BORCHERS, RANDY Acct ID: 3844534

Address: 2855 LONGBRANCH RD UNION, KY 41091

Client Contact: RANDY BORCHERS Phone#: 8593844534

4/16/2024 12:00:00AM COOPER ARCHERY TEAM		Confirmation# 2983527
MOTOR COACH 55	FROM: COOPER HIGH SCHOOL	
	TO: LEXINGTON- CENTRAL BANK CENTER EXHIBIT HALL	FARE: \$1,545.00
TRIP REMARKS:		TIPS: \$50.00
WAIT AND RETURN		
GAIL.LANHAM@BOONE.KYSCHOOLS.US		Total Fare \$1,595.00

Invoice Total: \$1,595.00

DEPOSIT: A \$100 deposit per motorcoach is required to reserve service. To avoid cancellation, the balance of the payment is due thirty (30) days prior to the event. If balance is not paid in full 30 days prior, trips can be cancelled without notice to fulfill company needs.

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