

Additional Field Trip Request

Date: _____
School/Department: _____
Event: _____
Event Date (s): _____
Event Time: _____
Event Location: _____
Purpose: _____

Number of Students: _____
Chaperone(s): _____

Transportation Required (Circle One): YES – Bus YES – Other _____ None Required

Funding Source (Circle One): District Budget Grant Funded Student Fundraising

Any Additional Cost: _____

Funding for Additional Cost (Circle One): District Budget Grant Funded Student Fundraising

Administrative Signature (if applicable): _____

Principal Signature: _____

Business Office use only:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapprove
Board Approval Date: _____	_____ Superintendent Signature