

Middlesex County Magnet Schools Student Chaperone Travel Request

Date: _____ Staff Member: _____

Event Dates: _____ Event: _____

Student Organization: _____

	<u>Chaperone</u>	<u>Students</u>
Registration fee	_____	_____
Transportation:		
Vehicular	_____	_____
Air Plane	_____	_____
Train	_____	_____
Shuttle	_____	_____
Hotel	_____	_____
Meals	_____	_____
Miscellaneous	_____	_____
Total	_____	_____
Supported by Board funds	_____	_____
Supported by fundraising and/or parent contributions	_____	_____

Principal's Signature _____

Administrator's Signature _____

(if necessary)

Business Office Approval _____

Superintendent Approval _____

*Documentation of cost must be attached with your request