



# Request to Decline Transportation Services Form

**SPRING LAKE PARK SCHOOLS**

Dear Parents/Guardians:

In order to improve transportation service to all students, we are trying to identify students who will NOT be using school bus transportation this coming school year (e.g. students being driven, students attending Kids Club, etc.). We are asking all parents/guardians to complete the form below or e-mail us the information below, only if your student(s) will not be using school bus transportation this coming school year, and return it to our office by July 15.

Obtaining an accurate count of students who will actually ride school buses is very important to the design of efficient, low cost routes, and will allow us to rearrange and shorten bus routes for those who do ride. Students and families eligible for transportation who decline bus service at this time may re-establish the service any time during the school year by contacting the Transportation Office at (763) 600-5590. There may be a delay of 3-5 business days before transportation is available. During this time, it is the parent’s responsibility to transport.

Thank you for your cooperation. If you have any other question, please do not hesitate to call.

Sincerely,  
Spring Lake Park Schools Transportation Department  
(763) 600-5590  
transportation@district16.org

## Request to Decline Transportation Services

By signing this form I understand the student(s) listed below will NOT be using school bus transportation services, and if at any time this changes, I can call the Transportation Office and bus service can be arranged.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ School: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to the Transportation Department**

**Mail:** Spring Lake Park Schools – Transportation Department, 1415 81st Avenue NE, Spring Lake Park, MN 55432

**Drop Off:** District Services Center or your child’s school      **Email:** transportation@district16.org