



## BUS PASS REFUND REQUEST

# BUS REFUND APPLICATION

- one application per family -

Refunds are approved if a student moves out of the District or moves to a non-transportable area. Refunds are prorated based on unused full months. In addition, a \$10 processing fee is charged per pass. The District does not refund fees for students who are suspended or expelled from transportation or school for disciplinary reasons. Bus pass(es) must be included with this application to receive a refund.

STUDENT NAME(S)	GRADE	SCHOOL	LAST DAY ENROLLED
1)			
2)			
3)			
4)			

REASON FOR REFUND REQUEST	
PRINT FIRST & LAST NAME	
MAILING ADDRESS	ZIP
CONTACT PHONE NUMBER	
REQUESTOR SIGNATURE	DATE

**Please submit applications to Laguna Beach Unified School District, Business Services  
550 Blumont Street, Laguna Beach, CA 92651**

<b>DISTRICT USE ONLY</b>	REQ DATE / /	PASS RECVD YES / NO	LV DATE / /
APPRV YES / NO	DATE / /	AMOUNT \$	PO #