SEYMOUR PUBLIC SCHOOLS

BUS REQUEST FORM

FOR FIELD TRIPS

(this form needs to be filled out after the field trip has been approved)

School requesting transportation: ________________________________

School contact: ______________________________________________

Purpose of the field trip: ________________________________________

Teacher(s) in charge of trip: ______________________________________

Teacher(s) cell phone number: ________________________________

Location of field trip: __________________________________________

Date of Trip: ___________ Rain date: _____________

Number of students: ___ Number of Buses: ___

Departure time from school: _____ A.M./P.M. Pick up time from venue: _____ A.M./P.M.

WHEN PLANNING YOUR TRIPS PLEASE PLAN TO BE BACK TO YOUR SCHOOL NO LATER THAN 1:50 P.M. IF YOU NEED A LATER TIME-THE BUS COMPANY MAY NOT BE ABLE TO ACCOMMODATE YOUR REQUEST.

All requests must be processed through each individual school and sent to

sabita.surujlall@all-startransportation.com, Donald.saraniero@all-startransportation.com or aimee.burdzy@allstartransportation.com

Before 5:30 p.m. All-Star Transportation phone number: 203.888.8816