39 Willettsville Pike, Hillsboro, OH 45133

Phone (937) 393-3475 Fax (937) 393-5841 ALL requests must be approved **TWO weeks** in advance of trip date. Roster of students attending must be attached.

BUILDING			
HIGH SCHOOL	MIDDLE SCHOOL	INTERMEDIATE (4-5)	
PRIMARY (2-3)	EARLY CHILDHOOD(Pre-K-1)	FRS Connections	
CHRISTIAN SCH	ST. MARY'S		
DATE OF REQUEST		DATE OF T	RIP
Departure Time			
Number of Students		Number of A	Adults
ORGANIZATION/GROUP			
Example: FFA, Band, 1 ST Grade			
STAFF MEMBER MAKING REQUEST			
" STATT MEMBER MAR	MIO REQUEST		
Will students be off school ground	Is during lunch?	YES	NO
Will students/teachers need box lu	_	YES	
Will there be a meal stop?		YES	
Will substitute teacher(s) be needed?		YES	NO
Will a BUS be needed?		YES	NO
Will a VAN be needed (accompany 7 or less)?		YES	NO
Location of meal off school ground	ds?		
Teachers/Parents/Chaperones Attending			
How will this trip relate to your Course of Study?			
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