

GREAT FALLS PUBLIC SCHOOLS

GREAT FALLS PUBLIC SCHOOLS **OVER THE ROAD COACH** CHARTER REQUEST FORMS
2024-2025

**IF YOUR TRIP IS UNDER 125 MILES PLEASE USE THE YELLOW SCHOOL BUS CHARTER FORM.
IT IS YOUR RESPONSIBILITY TO CALL AND CONFIRM YOUR TRIP WITH THE CONTRACTOR AT LEAST
TWO (2) DAY'S PRIOR TO TRIP.**

BIG SKY BUS LINES-CONTRACTOR 406-454-1283/406-761-0967

**ATHLETIC CHARTERS MUST GO THROUGH "MIKE HENNEBERG"
MUSIC/ART CHARTERS MUST GO THROUGH "DUSTY MOLYNEAUX"**

TODAYS DATE:

GRADE/DEPARTMENT/ACTIVITY MAKING REQUEST:

SCHOOL/ ADDRESS:

INDIVIDUALS NAME REQUESTING BUSING:

CONTACTS CELL/PHONE NUMBER:

REQUEST DATE FOR BUSING:

NUMBER OF BUSES NEEDED:

TOTAL NUMBER OF PASSENGERS: STUDENTS ADULTS

DOES THE BUS NEED TO STAY WITH THE GROUP:

**WILL SPECIAL EQUIPMENT BE NEEDED IF SO, PLEASE EXPLAIN HERE AND DESCRIBE THE
CURRICULUM. IF NOT LEAVE PORTION BLANK:**

DEPARTING TIME:

DEPARTING LOCATION/ADDRESS:

PARKING LOCATION FOR BUSING:

DESTINATION & ADDRESS:

RETURN PICK UP TIME:

ARRIVAL TIME BACK TO SCHOOL /DATE:

CHARGE CODE/WHO IS PAYING FOR CHARTER:

EMAIL TO SEND INVOICE TO IF PAYING FOR CHARTER:

TRANSPORTATION WILL FILL OUT THIS SECTION

CHARTER#

DATE RECEIVED:

DATE SENT TO BIG SKY:

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TEACHER/COACH:

GROUP:

<u>DATE LEAVING</u> <u>TIME LEAVING</u>	<u>DEPARTING LOCATION</u>	<u>DESTINATION</u>	<u>DATE RETURNING</u> <u>DEPARTURE TIME</u>	<u>ARRIVAL TIME BACK</u>	<u>NUMBER OF PASSENGERS</u>	<u>CHARTER #</u>
<u>DATE LEAVING</u> <u>TIME LEAVING</u>	<u>DEPARTING LOCATION</u>	<u>DESTINATION</u>	<u>DATE RETURNING</u> <u>DEPARTURE TIME</u>	<u>ARRIVAL TIME BACK</u>	<u>NUMBER OF PASSENGERS</u>	<u>CHARTER #</u>
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