Activity Trip Passenger List

For all school activity groups and athletic teams

Please list below all persons that will ride the bus(es). Make a copy of this passenger list and give one to the following people: transportation office, principal's office, the teacher in charge of the trip and the bus driver. Before leaving, the teacher in charge should call off names for verification and upon re-boarding after each stop. Have passengers remain on the same bus. The driver is to walk from the back of the bus to the front at each stop ensuring that all students have gotten off the bus! Be sure this list is approved by your principal.

Name of group or team requesting buses:	
Name of teacher(s) in charge of passengers:	
Date of trip:	Destination(s):
Purpose of trip:	Number of buses needed:
Departure time:	Return time:

1	21	41
2	22	42
3	23	43
4	24	44
5	25	45
6	26	46
7	27	47
8	28	48
9	29	49
10	30	50
11	31	51
12	32	52
13	33	53
14	34	54
15	35	55
16	36	56
17	37	57
18	38	58
19	39	59
20	40	60

Principal's Signature: _____ Date:_____