



**SCHOOL TRANSPORTATION CONTRACT**  
**2025-2026**

This contract is between Lou & Lou Transportes S.A., the transportation company, Parent/Guardian(s) and the student. When you receive your copy of the contract, please read through all elements carefully, review the information with your child, sign and return it to Colegio Maya.

**RULES & EXPECTATIONS**

1. Drivers will wait no longer than 3 minutes for a student. If a student is not out of his/her home by that time, the driver must proceed to the next destination on the bus route.
2. If students are acting out in an aggressive or unsafe manner (verbally or physically), the monitor will report it to the school.
3. Monitor will immediately (verbally) report all misbehavior to Colegio Maya staff when he/she arrives at school, or by phone while driving students' home; and will follow-up by writing a formal bus report to be forwarded to Colegio Maya within 24 hours of the incident.

The transportation provided for the students is an extension of the school, in that, all school rules, boundaries, expectations and consequences apply while students are being transported to and from school.

**IN THE MORNING**

1. Be ready at least 5 minutes before the bus is scheduled to arrive and come out of your home and get on the vehicle as soon as it arrives.
2. Wait for the bus in a place that is clear of traffic, and as far back from the road as possible.
3. While in a group of waiting students, please maintain appropriate boundaries and behavior.
4. Wait to cross the street and/or approach the vehicle only after it has stopped, and the driver has put on the flashing lights and/or signaled you to cross.
5. Only get on and off your transportation at your own stop.

**ON THE BUS**

1. Go directly to an available seat or assigned seat.
2. Remain seated during the ride, wear your seat belt and face forward.
3. Keep hands, heads, arms and legs inside the vehicle.
4. Never play with emergency exit equipment.
5. Never throw or pass around any object(s).
6. Never carry-on live animals of any kind.
7. Only carry-on items that can easily be held in your lap.
8. No eating or drinking.
9. No food or drinks (unless you have received specific permission from the school Administration).
10. Interact positively with peers; and use appropriate voice tone, volume and language.
11. No vandalism of the vehicle or anyone's property.
12. No exchanging, trading or borrowing of any items – all students will be responsible for their own personal belongings.
13. Respect everyone's (driver, monitor and students), personal space and their right to a peaceful ride to school, no arguing, profanity, obscene gestures, bullying, antagonizing, horseplay, or fighting.
14. No weapons of any kind.
15. No hazardous materials or nuisance items (laser lights, etc.).



- 16. No tobacco products, drugs, alcohol or any other controlled substance.
- 17. No medication or any kind (unless you have received specific permission from the Administration).

**PAYMENT**

- 1. Payment must be received during the first 5 days of the month.
- 2. Payment received later than the date listed will be subject to an automatic 10% late fee.
- 3. If you are not solvent, the bus will not pick up the student.
- 4. If you do not want to use the service anymore, you must let us know before the other semester begins.
- 5. All the routes and schedules could change, depending on natural disasters, the number of students, traffic and restrictions.
- 6. The transportation contract is per year. The total amount of transportation fee is per school year. (You can pay monthly, from August 2025 to May 2026). It is mandatory to pay the Maintenance Fee when the classes are not presential and if the contract is cancelled it is mandatory to pay the Maintenance Fee during the months missing in the contract.

**SCHOOL TRANSPORTATION CONTRACT**

**I have read and discussed this policy with my child:**

\_\_\_\_\_  
Parent/Guardian (s) Name – please print

\_\_\_\_\_  
Parent/Guardian (s) Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

**I have reviewed this policy with my Parent/Guardian (s) and agree to abide by it:**

\_\_\_\_\_  
Student Name – please print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date



### BUS PAYMENT PLAN 2025-2026

#### 2 Payments

All Grades	
Due	Bus
31 July	Q7,837.50
06 August	Q7,837.50
<b>TOTAL</b>	<b>Q15,675.00</b>

#### Monthly

All Grades	
Due	Bus
August – May (10 months) first 5 days of each month	Q1,650.00

To obtain the semester discount you should pay before the due date, otherwise the price will be Q16,500.00 per year.

If the diesel price is between Q35.00 – Q40.00 the fee will be Q1,732.50

If the diesel price is between Q40.00 – Q45.00 the fee will be Q1,820.00

#### **PAYMENT TERMS**

Payment must be received on the first 5 days of the month. Payment received later than the date listed will be subject to an automatic 10% late fee.

**If you are not solvent, the bus will not pick up the student.**

The fee for a bounced check is Q50.00. After 2 checks that are returned for any reason, only a cashier's or certified check will be accepted.

#### **Note:**

**The transportation cost is per semester, if the service is cancelled, it is mandatory to pay the Maintenance Fee Q1,100.00 for the months missing in the contract.**

#### **FORMS OF PAYMENT**

All checks should be made to Lou & Lou Transportes S.A.

Cash will NOT be accepted.

All payments must be made with a transfer in Quetzales.

Banco Industrial: 048008051-4 cuenta monetaria LOU & LOU TRANSPORTES S.A.

**I have read and accepted this payment plan,**

\_\_\_\_\_  
**Parent/Guardian (s) name and signature**



**TRANSPORTATION FORM 2025-2026**

Student Name, Last Name and Grade:

1.
2.
3.

Address:

Parent/Guardian (s) Name and Last Name:

Guatemalan Cellphone for emergencies:

Invoice Information:

Name:

Nit: