



AVON PUBLIC SCHOOLS

Patrick Clark Drive · Avon, MA 02322
Phone: 508.588.0230 · www.avon.k12.ma.us

Lori Jodoin
Superintendent of Schools

BUS USE REQUEST FORM

REQUESTS MUST BE FILED IN THE CENTRAL OFFICE
THREE (3) WEEKS PRIOR TO THE DATE OF THE TRIP

Date of Application: _____

Name & phone number of Organization: _____

Date of Trip: _____ Destination: _____

Purpose of Trip: _____

Number of attendees: _____ Number of buses needed: _____ Driver: _____

Pick-Up Point _____ Departure Time: _____ Return Time: _____

Trip Supervisor: _____ No. of Other Adult Supervisors (if applicable) _____

Organization Representative/
Authorization of Payment: _____ Date: _____

FOR BUS COORDINATOR USE ONLY

\$35. per hour per bus

- Regular school functions conducted under the direction of school principals or teachers.
- Auxiliary school functions, including the Avon Education Association.
- Official public functions approved by the Principal.
- Parent/Teacher Association functions.

\$40. per hour per bus

- Functions associated with local youth groups, such as Boy Scouts, Campfire Girls, local religious, civic and fraternal organizations and Alumni bodies.

\$75. per hour per bus

- Functions of the general public.

The Avon Public Schools reserves the right to attach a surcharge to the school bus usage fee schedule when warranted by but not limited to the increase in the cost of fuel.

Rate x _____
Number of Buses x _____
Number of Hours = \$ _____
Total Amount Charged

Signature of Transportation Coordinator: _____ Date: _____

Driver(s) Assigned: _____ Driver Phone # _____

Approved by Superintendent: _____ Date: _____

Approved by: Business Manager: _____ Date: _____

Payment for services rendered is due on day of trip and should be made payable to: AVON PUBLIC SCHOOLS