

# MCCURDY CHARTER SCHOOL

## Transportation Trip Ticket

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*Please submit at least two weeks in advance of trip date.*

Sponsor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Dept: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Departure Time: \_\_\_\_\_  A.M  P.M

Depart. Location: \_\_\_\_\_

Return Date: \_\_\_\_\_ Expected Time of Arrival: \_\_\_\_\_  A.M  P.M

Purpose of Trip (i.e., Athletic, Field Study): \_\_\_\_\_

\_\_\_\_\_

Destination: \_\_\_\_\_

Number of Student: \_\_\_\_\_ Number of Adults: \_\_\_\_\_ Funding Source: \_\_\_\_\_

**Please check all that apply:**

Meal Stop:  Yes  No - If yes, Where: \_\_\_\_\_

Sack Lunch:  Yes  No

Overnight:  Yes  No - If yes - where? \_\_\_\_\_

Special Instructions or Remarks:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Trips will begin and end at the MCS **with the sponsor in attendance.**

Sponsor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_

One copy to bus driver and copy for MCS Business Office