

**BUS REQUEST**

Today's Date: \_\_\_\_\_

Date Needed: \_\_\_\_\_

Person Requesting: \_\_\_\_\_

Grade/Group/Organization: \_\_\_\_\_

Driver's Name: \_\_\_\_\_ **OR** Driver Needed: Yes \_\_\_\_\_

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

Event/Activity: \_\_\_\_\_

Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Number of Students: \_\_\_\_\_ Number of Sponsors: \_\_\_\_\_

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Bus # \_\_\_\_\_

Beginning Odometer: \_\_\_\_\_ Ending Odometer: \_\_\_\_\_

Total Miles: \_\_\_\_\_

\_\_\_\_\_  
Signature of Driver

\_\_\_\_\_  
Signature of 2<sup>nd</sup> Driver

(Revised 9/3/15)

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Bus # \_\_\_\_\_

Beginning Odometer: \_\_\_\_\_ Ending Odometer: \_\_\_\_\_

Total Miles: \_\_\_\_\_

\_\_\_\_\_  
Signature of Driver

\_\_\_\_\_  
Signature of 2<sup>nd</sup> Driver

(Revised 9/3/15)