

Clay Tarpley, *Superintendent*
Ken Alexander, *Business Manager*

HAMILTON PUBLIC SCHOOLS

Louis Lowe, *High School Principal*
Mona Gloff, *Middle School Principal*
Jennifer Zschiesche, *Elementary Principal*
Gina Poe, *Curriculum & Technology Coor.*

400 South College
Hamilton, Texas 76531



Building the future, one student at
a time

OVERNIGHT STUDENT TRAVEL REQUEST FORM

Dates of Travel: _____

Activity: _____

Organization Coordinating Activity: _____

Sponsor & Cell Phone Number: _____

Location of Event: _____

City: _____ **State:** _____ **Zip:** _____

Travel Explanation and Level of Competition (if applicable)

Number of Students: _____ - **Attach list of Student Attending Event**

Employee Signature _____ **Date** _____

Supervisor's Signature _____ **Date** _____

Superintendent _____ **Date** _____

**ALL OVERNIGHT STUDENT TRAVEL MUST BE APPROVED BEFORE
DEPARTURE ACCORDING TO HAMILTON ISD POLICY FMG (LOCAL)**

REVISED 9/8/2015