

Field Trip Request Form

Trip requests to be included in Board packet in the month prior to trip

Instructor(s):		Date of Trip:
		Start/End Times:
Grade Level(s) Participating:	Name of site to be visited:	
Number of Students Participating:	Location of site to be visited:	
Purpose of Trip:		
Source of funding to pay for trip:		Roundtrip Mileage:
OFFICE STAFF		
Driver:		Bus:
Approval:		Date: