

# REQUEST TO USE SCHOOL CAR, TRUCK OR VAN FOR CONFERENCE TRIP/ACTIVITY TRIP

Purpose of Trip \_\_\_\_\_

Name of Driver \_\_\_\_\_

Date of Departure \_\_\_\_\_ Time of Departure \_\_\_\_\_

Route to be followed \_\_\_\_\_

Destination \_\_\_\_\_

Date of Return \_\_\_\_\_ Time of Return \_\_\_\_\_

Number of Faculty to be Transported \_\_\_\_\_

Permission of Principal \_\_\_\_\_ Date \_\_\_\_\_

Permission of Superintendent \_\_\_\_\_ Date \_\_\_\_\_