

SONORA INDEPENDENT SCHOOL DISTRICT

VEHICLE REQUEST

Please Fill All Blanks

Today's Date _____ Campus _____ Department _____

Departure Date _____ Return Date _____ Destination _____

Departure Time _____ Return Time _____ Location of Departure _____

of students _____ # of Sponsors _____ Total # of Passengers _____

of Buses needed _____ Suburban _____ Band Van Truck _____

Driver needed. Who is your driver? _____

If request a specific vehicle, please give reason under "comments".

Comments:

Requesting Sponsor Signature

Administrator signature

All requests **MUST** be received by transportation at least **5 days** in advance of the departure time. All bus drivers or sponsors **MUST** verify arrangements with the bus barn before 12 noon the day before the trip or on Friday at 12 noon for weekend use. **Sponsors are responsible for seeing that buses are left clean! All trash should be picked up and removed from the bus and put in the dumpsters on site.**

OFFICE USE:

Starting Odometer: _____ Ending Odometer: _____

Total Miles: _____ Organization: _____

Comments: _____
