



Field Trip Request Form

This application must be filed with the District Superintendent
15 school days prior to the date of the proposed trip.

This approved form must be submitted to the District Superintendent for approval. The necessary arrangements will be made and one (1) copy will be returned to your director who will forward it to you.

Proposed Field Trip to: _____

Date of Proposed Field Trip: _____

Purpose of Proposed Field Trip / Relation to Curriculum: _____

Means of Transportation: _____

Leaving from (Place): _____ at (time) _____

Destination (Directions): _____

Return to (Place): _____ at (time) _____

Number of Children Going: _____

Name of Chaperones: _____

LIST NAMES OF ALL STUDENTS ON BACK ALPHABETICALLY BY SCHOOL

Teacher Making Request

Bus Assignment

Approval of Director

Approval of District Superintendent