



'Warren County Special Services School District

Joseph E. Flynn ~ Superintendent

2020-2021 FIELD TRIP REQUEST FORM

FORM MUST BE FILLED OUT COMPLETELY

TODAY'S DATE _____

WCSSSD USE: QUOTE# _____

DISTRICT TO BE BILLED: _____

DATE OF FIELD TRIP: _____

PICKUP LOCATION : _____
(BE SPECIFIC) _____

DESTINATION(S) : _____
(Address & Phone#) _____
(BE SPECIFIC) _____

NAME & CELL# OF CONTACT PERSON ATTENDING TRIP: _____

of Students: _____ # of Staff: _____ Total # of Passengers: _____

Type of Vehicle(s) Required: _____ Bus _____ Van # of Vehicles Required? _____

Handicap Accessibility Required: YES or NO

DEPARTURE TIME: _____ DEPARTURE TIME FROM LOCATION: _____

AND RETURN TO SCHOOL TIME: _____

TYPE OF TRIP: FIELD TRIP _____ ATHLETIC TRIP _____ (Type of Sport) _____

IF ATHLETIC TRIP: FRESHMAN, JV OR VARSITY? _____

EQUIPMENT TO BE TRANSPORTED: _____ SPECIAL

REQUIREMENTS'. _____ IS THE

VEHICLE REQUIRED TO STAY DURING THE EVENT: YES or NO

AUTHORIZING SIGNATURE : _____

PLEASE NOTE: CONSUMPTION OF FOOD ON ANY BUS IS PROHIBITED. IF THERE ARE ANY SPILLS AND/OR TRASH FOUND THAT REQUIRES THE DRIVER TO ADDRESS, A CLEANING FEE WILL BE ASSESSED. WATER ONLY IS PREFERRED.

682 Oxford Road, Oxford NJ 07863

Education Dept. 908-223-7275 - Business Dept. 908-223-7303 - Transportation Dept. 908-223-7296

Fax 908-223-7314 ~ www.wcsssd.org