

MODE OF TRANSPORTATION

_____ No bus needed
 _____ BASD bus/van
 (attach Form #10-111)
 _____ Charter bus

Funding Source (see below) _____
 Account Code: _____

ESTIMATED COSTS: (Funding sources: District, school, student, PTO, ASPIRE, fund-raiser, grant (list name of grant, etc.))

Students	
Registration, fees, etc.	\$ _____
Lodging	\$ _____
Meals	\$ _____
Transportation	\$ _____
Other _____	\$ _____
_____	\$ _____
TOTAL	\$ _____

Funding Source (see above) _____
 Account Code: _____

Teachers/Administrators

Registration, fees, etc.	\$ _____
Lodging	\$ _____
Meals	\$ _____
Transportation	\$ _____
Other _____	\$ _____
_____	\$ _____
Subtotal	\$ _____
Est. Aver. Substitute Cost (# of subs. x \$104)	\$ _____
TOTAL	\$ _____

Funding Source (see above) _____
 Account Code: _____

Total Costs

Total Student Costs	\$ _____
Teacher/Admin. Subtotal	\$ _____
Subtotal	\$ _____
Estimated Substitute Costs	\$ _____
TOTAL	\$ _____

SIGNATURE OF INDIVIDUAL SUBMITTING REQUEST

 Teacher/Administrator's Signature Date _____

APPROVALS

Building Level

Approved
 Disapproved

 Principal/Supervisor's Signature Date _____

Reason for disapproval: _____

Central Office Level

Approved
 Disapproved

 Respective Supervisor/Cabinet Member's Signature Date _____

Reason for disapproval: _____

Approved
 Disapproved

 Asst. Supt. for Curriculum & Instructions's Signature Date _____

Reason for disapproval: _____

**Superintendent's Approval
 for Out-of-Country and Overnight Trips only**

Approved
 Disapproved

Place on _____
 board agenda.

 Superintendent's Signature Date _____

Reason for disapproval: _____

ADDITIONAL COMMENTS

