

Request for Transportation Services T4 Mid Columbia Bus Company

School _____ Date _____

STUDENT INFORMATION

Student Name _____ Grade _____ Room _____ Teacher _____
Please Print

Home Address _____ City _____ Zip _____
Street Address (No PO Box numbers)

Home Phone _____ Other Phones _____

BUS STOP INFORMATION

PRIMARY EXISTING STOP: Circle day(s) of the week AM RT # _____
M T W TH F _____ PM RT # _____
Print Name of Existing Bus Stop from Route Sheet

SECONDARY EXISTING STOP: Circle day(s) of the week AM RT # _____
M T W TH F _____ PM RT # _____
Print Name of Existing Bus Stop from Route Sheet

REQUEST A NEW STOP: Circle day(s) of the week AM RT # _____
M T W TH F _____ PM RT # _____
*(Requires MidCo approval) Print Address of Requested New Bus Stop

Notes _____

KINDERGARTEN BUS RIDERS

All Kindergarten students must be met by an adult at the bus stop. Please list adults who we may release your student to. If one of these adults is not present to meet the Kindergarten rider, it could lead to suspension of bus riding privileges.

Print Name	Phone #	Print Name	Phone #
_____	_____	_____	_____
_____	_____	_____	_____

APPROVALS

Note: Changes to this plan must be made in writing and signed by the Parent/Guardian.

Parent/Guardian ~ Signature	Date	Principal/Designee ~ Signature	Date
Parent/Guardian ~ Print Name		*Head Bus Driver ~ Signature	Date

- School Instructions:** *COLOR
- Enter T4 into SIS (Flag G35)
 - Keep original T4 in school office notebook
 - Send copy of T4 to MidCo at main Toledo/Burgess office
 - Give copy of T4 to student to give to bus driver

- MidCo Instructions:**
- Log T4 on driver check sheet
 - Log T4 on dispatch check sheet
 - Place duplicate T4 in route driver box
 - Follow T4 checklist and place T4 in route book

*COLOR: Copy Kindergarten T4s on light yellow paper. Copy all other T4s on light blue paper.