

Extended Field Trip Request Form

Complete this form and send it to the Office of Education **ONE MONTH** before the date of the trip.

Teacher Making the Request: _____

Name of School: _____

Field Trip Date: _____

Field Trip Location: _____

Objectives of the Trip:

1. _____

2. _____

3. _____

Related to (subject area): _____

How: _____

Points of Interest:

1. _____

2. _____

Financing:

List Approximate Expenses: _____

List Sources of Funding: _____

Lodging:

Where Staying: _____

If private home, have the residents all been screened? _____

Method of Transportation: _____
