

## Transportation Request/ *Solicitud de Transportación*

Staff must have copies of the participant's *Emergency Care Form* when providing transportation.

Class/Area # \_\_\_\_\_ Date transportation is needed/*Fecha en que necesita transportación* \_\_\_\_\_

Enrolled Child/*Niño inscrito* \_\_\_\_\_  
(First Name) (Last Name)

Adult/*Adulto*: \_\_\_\_\_  
(First Name) (Last Name)

Total number to be transported/ *Adults/ Adultos*: \_\_\_\_\_  
*Transportación total de personas*: Children/ *Niños*: \_\_\_\_\_

# of car seats needed/*numero de asientos para el auto*: \_\_\_\_\_

For children ages/*edad de niño/s*: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Transported from/*Transportación De*: (town/pueblo): \_\_\_\_\_

Transported to/*Transportación A*: (town/pueblo): \_\_\_\_\_

Activity to be accomplished (detailed)/ *Detalles de la actividad que se va a realizar*:  
\_\_\_\_\_

Reason transportation is needed/ *La razón por la cual se necesita transporte*:

- No car or doesn't drive/*No tiene carro o no maneja*
- Car unavailable at this time/*No tiene un carro disponible en este momento*
- Other (please explain)/*Otro (por favor explicar)* \_\_\_\_\_
- Full Day Child needing Temporary Bus Transportation (please explain)/  
*Transportación de Autobus Temporario para niño en clase del dia completo*  
(por favor explicar): \_\_\_\_\_

Parent Signature/ *Firma del Padres* \_\_\_\_\_ Date/ *Fecha* \_\_\_\_\_

Transported by/ *Transportado por*: \_\_\_\_\_ Date/ *Fecha* \_\_\_\_\_  
(Staff Signature)

After transportation is provided, complete and send original request to CO. **If requesting temporary bus transportation complete form and send request to CO in advance. This request must be approved in advance before any full day child/children can be transported by bus.**