

# School trip ticket/travel certificate

This is to certify that permission has been granted for the vehicle designated below to make the trip on the date listed. This trip is in compliance with the rules and regulation of the Ohio Department of Education and the Board of Education.

Vehicle No. \_\_\_\_\_ Date of Trip \_\_\_\_\_

Group transported \_\_\_\_\_ Students \_\_\_\_\_

Advisor/teacher/chaperone/coach \_\_\_\_\_

Departure time: \_\_\_\_\_ Return time: \_\_\_\_\_

Destination \_\_\_\_\_

Meal stop Yes \_\_\_\_\_ No \_\_\_\_\_

Directions: \_\_\_\_\_

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Driver: \_\_\_\_\_

Approval \_\_\_\_\_  
Signature Date

Starting Mileage \_\_\_\_\_ Ending Mileage \_\_\_\_\_

Total Miles \_\_\_\_\_

This form is to be carried on the trip by the driver and returned to the transportation department on completion of the trip.