Instructions: Please complete this form, obtain the supervisor's signature for approval and fax or mail to Beach Transportation. Beach Transportation will acknowledge the bus request with a signed confirmation via fax or mail.
Note: In order to help us serve you, please submit requests for school buses no fewer than five (5) business days prior to the date of the trip and requests for motorcoaches no fewer than thirty (30) days prior to the date of the trip.

* For scheduling purposes and to assure that equipment is available, please make sure the dates and times requested are accurate. Changes made after this may affect equipment and driver availability and/or the rate of your charter.
School bus service during regular route times Monday through Friday is limited. In most cases, we can only accommodate requests between 08:30-2:30 and any time after 4:00. During early out days, requests can be accommodated between 08:30-1:30 and any time after 3:30.

Organization/School:____Group/Grade:


Loading Place: $\qquad$

Destination: $\qquad$
Special Instructions:

## Please Select Number \& Type of Bus Requested:



Bus to Stay: $\qquad$ yes $\qquad$ no
Driver Room Required: __yes __no Reservations made at: $\qquad$
Send billing to: $\qquad$ P.O. \# (if required)

Requestor: $\qquad$ Phone No: $\qquad$ Fax No: $\qquad$
Supervisor Approval: $\qquad$ Date $\qquad$

## Beach Transportation Acknowledgment:

Date $\qquad$
The group tour leader, chaperone, teacher or coach on-board the bus is in charge of passenger safety and will maintain discipline and be in control of the passengers at all times. Passengers should remain seated while the bus is in motion. Audiovisual equipment is complimentary and the group tour leader will determine what may be viewed. The language and content shall, at all times, be appropriate and movies containing foul language or sexually explicit scenes will not be shown.
The Carrier will endeavor to accommodate customer requests whenever possible; however, it cannot guarantee the assignment of specified driver(s) or coach(es). Beach Transportation will strive to make your trip safe and enjoyable. Thank you for the opportunity to serve your group transportation

