Dawson Springs Independent School District Co-Curricular / Extra Curricular Bus Trip Report

Departure Return to Bus Compound Total miles driven TIME Time of departure for site: Time of arrival at bus compound: Driving Time: Waiting Time: Total Time: DRIVER EXPENSES Tolls: Attach toll, meal and fuel receipts to this form. No expense reimbursement will be made without receipts. SIGNATURES Driver: Date: Coordinator: Date: Date:	Date of trip:			Bus Used:_					
Destination:	Driver:			Sponsor:_					
Principal/AD Signature/Approval:	Group making trip:								
Trip Log MILEAGE Departure Return to Bus Compound Total miles driven TIME Time of departure for site: Time of arrival at bus compound: Driving Time: Waiting Time: Total Time: DRIVER EXPENSES Tolls: Attach toll, meal and fuel receipts to this form. No expense reimbursement will be made without receipts. SIGNATURES Driver: Date: Coordinator: Date: Superintendent: Date: Revised 7/2014	Destination:								
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Coordinator: Date: Superintendent: Date: Revised 7/2014	SIGNATURES								
Superintendent: Date:	Driver:				Date:				
	Coordinator:				Date:				
	Superintendent:					Date:			
For Payroll Use Only	Revised 7/2014								
			For Payro	ll Use Only					
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