

**BASIN TRANSIT SERVICE
CLASS TRIP REQUEST FORM**

WHAT IS IT?

A "Class Trip" is any group outing or field trip of students or children who are accompanied by adult chaperones/supervisors. This service is provided free, subject to the following:

1. Please limit the group size to 15-20, if possible. We need to keep some room for our regular, paying passengers, too.
2. You must complete a request form at least 48 hours in advance and gain approval for the trip. We need to make certain that our regular customers can be served, too.
3. The trip must be on our regular bus routes during the hours of Monday – Friday 6 a.m. to 7:30 p.m. and Saturday, 10 a.m. to 5 p.m.

HOW DOES IT WORK?

The program can work two ways after you have gotten trip approval.

1. If you want your group to experience the "payment" of a bus fare, come to our office and we will supply you with free tokens.
2. If you just want to take a simple trip, show your approved class trip request form to the bus driver when you board. The authorizing signatures by the General Manager and Supervisor will allow a free trip. When you return, the bus driver will collect the form from you for our records.

BASIN TRANSIT SERVICE CLASS TRIP REQUEST FORM

Request Date: _____ Contact Person: _____

Contact Telephone #: _____ Group Size: _____

Group Name: _____

Start Boarding Location: _____ Time: _____

Return Boarding Location: _____ Time: _____

Trip Description: _____

BTS Manager: _____ BTS Supervisor: _____

Bus Operators: _____