

Non-HISD Field Trip Service Request Form

Organization Name

Organization Street Address

Destination Name

Destination Street Address

Destination City

Destination Zip
Code

Date of Trip

School Depart Time

School Return Time

Number of Students

Number
of Buses

Requestor's
Name

Requestors Phone
Number

Is a Wheelchair student attending this trip?

YES OR NO

If yes, how many wheelchair passengers will there be?

Special Instructions:

Payor Information:

Payor Name:

Email Address:

Company Name:

Company Address:

Phone Number:

Fax Number:

Please send or fax the completed form(s) to:

Houston ISD Transportation Services

6351 Pinemont Drive

Houston, Texas 77092

Attn: Ava Bains

Phone Number: 713.613.3067

Fax Number: 713.613.3092

Email: abains@houstonisd.org