Dear Parent(s)/Guardian:

A field trip to __________________________ has been scheduled by your child’s teacher and principal for __________________________.

(Day) (Date)

The trip will be made by school bus, private carrier company, or by private passenger vehicle leaving the school at ____________ and returning at ____________.

(departure time) (return time)

A teacher-sponsor will accompany this group and will work with the students to accomplish the educational objectives of this trip. If you wish for your child to participate in this important field trip, it is required that you complete and sign the bottom of this form and return the entire form to the teacher-sponsor the following school day. Please make note of the details for your records.

The cost of this trip is $___________. If you are unable to pay this fee, you may request a waiver. For lunch your child will need: ________________________________.

This form MUST be signed and returned. Parent approval may NOT be obtained by telephone.

________________________  __________________________
(Teacher)  (Principal)

This is to certify that __________________________ has my permission to go on the above listed field trip with this group. I am requesting a fee waiver for the cost of this activity □Yes □No.

In case of emergency, I may be reached at: ________________________________.

________________________  __________________________
(Home/Work telephone)  (Cellular Telephone)

________________________  __________________________
(Parent/Guardian Signature)  (Date)