Chico Unified School District
Field Trip Request Form
1163 East Seventh Street | Chico, CA 95928

Requesting Party: | **Request Date:**

	Depart			Time	Return			Time
	Month	Day	Year	Approx. Departure	Month	Day	Year	Approx. Return
Date of Trip:	January	1	2026	Morning	Month	Enter	2026	Morning

School: Enter | Grade(s): N/A | N/A

Department: *(Sports Team, Group, Class, Etc.)* | Destination: *(Include Town & State)*

Trip Rationale:

Background Information	Educational Implications

Attendees:

Students	Teachers	Parent/Counselor	Ratio (S:A)	Transportation Type
			0 0	Private Cars

Please include the Charter Bus name or explain "Other"

All requests for bus or charter transportation must go through the Transportation department - NO EXCEPTIONS.

Expenses:

Fees	Sub Costs	Meals	Lodging	Transportation	Other**	Total Expenses
						0

Account Name	Account No.	Amount

**** Explain Cost:** **Total** $ 0.00

Signatures

	Recommend	Do Not Recommend	Date
Requesting Party:			
Site Principal:			
Director of Transportation:			

If Major Field Trip

	Recommend	Do Not Recommend	Date
Director of Ed Services:			
	Approved	**Not Approved**	**Date**
Board Action:			

Reason for Denial:

Revised 09/06/22