

# ELKO COUNTY SCHOOL DISTRICT



## PERMISSION FOR OVERNIGHT CO-CURRICULAR TRAVEL MIDDLE SCHOOL STUDENTS

All information and itinerary must be completed and signed prior to board approval

SCHOOL			
ACTIVITY		DATE OF ACTIVITY	
CONTACT PERSON		BEST CONTACT NUMBER	
TRAVELING TO NAME OF CITY:			

<b>NUMBER OF PARTICIPANTS</b>				
STUDENTS		CHAPERONES		DISTRICT EMPLOYEES
<b>WILL YOU NEED A SUBSTITUTE?</b>				
Number of Substitutes Needed		Number of Days Needed		\$122.24 X # of Subs X Days needed TOTAL for Sub >

<b>TRANSPORTATION</b>	
Mode of Transportation (Bus, Airplane, Vehicle)	
If using buses/vehicles, how many will you need?	
Total <b>Round Trip</b> Miles	

Per NRS 392.360 – After 10 hours of operating a vehicle, the driver must rest for 10-hours before he/she can again operate a vehicle for such purposes.

Cost - Bus Without Relief	\$2.30 X Total Round Trip Miles	
Cost - Bus With Relief	\$5.60 X Total Round Trip Miles	
Cost - District Vehicle	\$1.40 X Total Round Trip Miles	

<b>FUNDING SOURCES</b>			
Enter the dollar amount that expenses will be disbursed from:			
	Activity Funds	Donations	District Funds
Meals			
Lodging			
Travel (Airfare, taxi, etc.)			
Fees			

<b>COMMENTS</b>	

<b>SIGNATURES</b>			
SCHOOL ADMINISTRATOR		DATE	
DISTRICT APPROVAL		DATE	

**Elko County School District  
MIDDLE SCHOOL  
TRAVEL ITINERARY**

SCHOOL			
SPORT OR ACTIVITY		DATE(s) OF TRAVEL	
CITY TRAVELING TO		TIME LEAVING	

**MODE OF TRANSPORTATION**

Check all that applies >		SCHOOL BUS		SCHOOL CAR		OTHER EXPLAIN	
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**TIME SCHEDULE (Travel times include 15-minute stops every 2 hours)**

<b>DAY 1</b>	
Departure Date/Time	
Destination Arrival Date/Time and Location	
Activity:	
Activity:	
Activity:	
Activity:	

<b>DAY 2</b>	
Departure Date/Time	
Destination Arrival Date/Time and Location	
Activity:	
Activity:	
Activity:	
Activity:	

<b>DAY 3</b>	
Departure Date/Time	
Destination Arrival Date/Time and Location	
Activity:	
Activity:	
Activity:	
Activity:	

<b>DAY 4</b>	
Departure Date/Time	
Destination Arrival Date/Time and Location	
Activity:	
Activity:	
Activity:	
Activity:	

<b>DAY 5</b>	
Departure Date/Time	
Destination Arrival Date/Time and Location	
Activity:	
Activity:	
Activity:	
Activity:	