Lincoln Elementary Schools #27

100 South Maple Street -- Lincoln, Illinois 62656

Adams ● Central ● Jefferson ● LJHS ● Northwest ● Washington-Monroe

Bus Transportation/Field Trip Request

Special Instructions:

Date: _____

To: Hartem Bus Service, Inc.
P.O. Box 177
Hartsburg, IL 62643
Phone: 217-376-3157 ♢ Fax: 217-376-3264

From: _____, Principal

Trip Date:	Trip To:
Address:	
School:	Grade:
Teacher/Teachers:	
No. of Students:	No. of Adults:
Departure Time:	From:
Departure Time for Return Trip:	Arrival in Lincoln:
Specific Activities Planned: (i.e., tour museum, etc.)	
Principal's Approval:	

Received by:_____ at Hartem Bus Service Date:_____

Driver Assigned:_____