



LEMOORE UNION HIGH SCHOOL DISTRICT

VEHICLE REQUEST



DO NOT USE FOR BUS TRANSPORTATION

NOTICE

1. Please submit request to transportation ten (10) or more working days prior to requested departure date.
2. You will receive a confirmation email. If you do not receive an email, please contact transportation.
3. Vehicles and keys must be picked-up and returned to *Lemoore Area Schools Transportation Services Center* at 857 Iona Avenue, Lemoore, California 93245. **Keys can be picked up during office hours: Mon - Fri 8:00am - 5:00pm**
4. Person(s) using District vehicles on weekends and holidays must pick-up keys on the last working day prior to the weekend or holiday.
5. For vehicle information and availability call Lemoore Area Schools Transportation: 924-6640 FAX: 924-9726

PLEASE PRINT OR TYPE INFORMATION

REQUEST MUST BE SIGNED BY AUTHORIZED ADMINISTRATOR

GROUP INFORMATION

Current Date:		Phone No.:		Destination:	
Requestor's Name:			# of Adults:		# of Students:
Dept:		Group:		# of Cars:	
				# of Vans:	
BILL TO:				Do you need a van that will tow a trailer? Yes No	
Driver Name(s):					
Adult Passenger Name(s):					

VEHICLE KEYS WILL BE PICKED-UP AT LEMOORE AREA SCHOOLS TRANSPORTATION SERVICES CENTER ON

Day of the Week: (MON) (TUE) (WED) (THU) (FRI) **8 am - 5 pm** Date: Time: AM or PM

VEHICLE(S) WILL BE PICKED-UP AT LEMOORE AREA SCHOOLS TRANSPORTATION SERVICES CENTER ON

Day of the Week: (SUN) (MON) (TUE) (WED) (THU) (FRI) (SAT) Date: Time: AM or PM

VEHICLE(S) TO BE RETURNED TO LEMOORE AREA SCHOOLS TRANSPORTATION SERVICES CENTER ON

Day of the Week: (SUN) (MON) (TUE) (WED) (THU) (FRI) (SAT) Date: Time: AM or PM

SPECIAL INSTRUCTIONS

Authorized Administrator Approval Signature:

Date: