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Safe, Affordable, Reliable...Group Transportation

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www.FirstCharterBus.com

First Student
Charter Bus Rental

11960 Westline Ind Dr. Ste 321 • St Louis, MO 63146 •

OFFICE USE ONLY

ENTERED BY:

TRIP NUMBER:

Today's Date		
Date of Trip		
Acct # (SLPS P.O. or Trans budget line Item)		
Event Description		
Pick-up Location		
Pick-up Time		
Drop Off Location (Destination)		
Time to Depart Destination		
Time Passengers Should be Returned		
# of Buses/Passenger counts		
Split trip (Travel time & event over 4 hours) {Bus to drop off & return for pick up}	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Full Service (Travel & Event less than 4 hours)		
Special Instructions (Be Specific)		

Contact person(s)		
Phone Number:		
Email Address		
SLPS Sponsored Trip?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/> (If 'No', go to Method of payment)
Method of payment (**Check or Credit card)		
Credit card #		
Expiration date & CCV		
Billing Address, city, state & Zip		

Make checks (include trip name & date) payable to First Student address above. The check **must be received prior to the trip date. Email completed form to SLPSTrans@slps.org and cc Aireyon.clem@Firstgroup.com or Madeline.Broz@Firstgroup.com