

**OHIO COUNTY SCHOOLS
TRANSPORTATION DEPARTMENT
280 FULTON STREET
WHEELING, WV 26003**

REQUEST FOR TRIP

Current Date:		Name of School:	
Date of Trip:	Number of Passengers:	Number of Buses:	
Leaving From:	Destination:		
Departure Time:	Time back at school:		
Purpose of Trip:			
Name of Chaperone:			
Principal Signature:			
Special Instructions:			

Please email to cbane@k12.wv.us or fax to 304-243-0436. No trips will be accepted over the phone.

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