



**Bus Usage Request Form**

Ministry Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Contact #: \_\_\_\_\_ Email: \_\_\_\_\_

Day(s) & Date(s) Requested: \_\_\_\_\_

Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Destination: \_\_\_\_\_

Vehicle Requested: Bus 1 \_\_\_\_\_ Bus 2 \_\_\_\_\_

Add Event to Church Calendar: \_\_\_ Yes \_\_\_ No

Purpose: \_\_\_\_\_

Driver's Name: \_\_\_\_\_ Alternate Driver(s): \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

I agree to follow all guidelines as outlined in the Taylorville Baptist Church Transportation Policy.

Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

<b>Office Use Only</b>	
Added to Calendar ___ Yes ___ No	Date Added ___/___/___
If no, reason: _____	
Approved by: _____	