

Redeemer Lutheran Church ... Church Bus Request Form

This form should be completed and returned to the church office at least two weeks before any special activity is scheduled. Primarily, church ministries and sponsored groups are given priority; otherwise, all requests are on a first come first serve basis. Please note, a church member should make out request.

Member Making Request: _____ Date of Request: _____

Bus Requested Date(s): _____ Person in Charge: _____

Date Bus is Picked Up: _____ Date Bus is Returned: _____

Church Organization: _____

(Sunday School Class, Youth Group, Senior Adults - Golden Gems, etc)

Activity / Designation: _____

(Brief description of the outing and where it is taking place)

Approved Driver: _____ # Passengers Expected: _____

Publish in Bulletin: Yes No Dates to Publish: _____

Special Instructions: _____

Note: Individuals and groups using the church bus(es) are expected to abide by all safety rules, including the use of all seatbelts by occupants and drivers as required by state law where bus is driven. A copy of the Redeemer Lutheran Church Bus Usage Policy and Procedures will be provided for the group leaders and bus drivers for their reference. Individuals or groups using the church bus(es) are expected to return the vehicle(s) in clean condition and filled with fuel. Any difficulties or problems with the vehicle(s) are to be reported to the Church Office and to the Bus Committee. Please return the keys to the Church Office after use.

I have read and agree to abide by the expectations set forth above / provided by
The Redeemer Lutheran Church's Bus Committee

Signature

Date

Approved By

Date

Original to: Church Office (for Bus Committee)

Copy to: Person Making Request