

Sacramento City Unified School District

FIELD TRIP REQUEST FORM

(USE A SEPARATE FORM FOR EACH TRIP)

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Sacramento City Unified School District

OUT-OF-STATE OR OUT-OF-COUNTRY TRAVEL REQUEST

School	Na	m
Teache	r's	Name

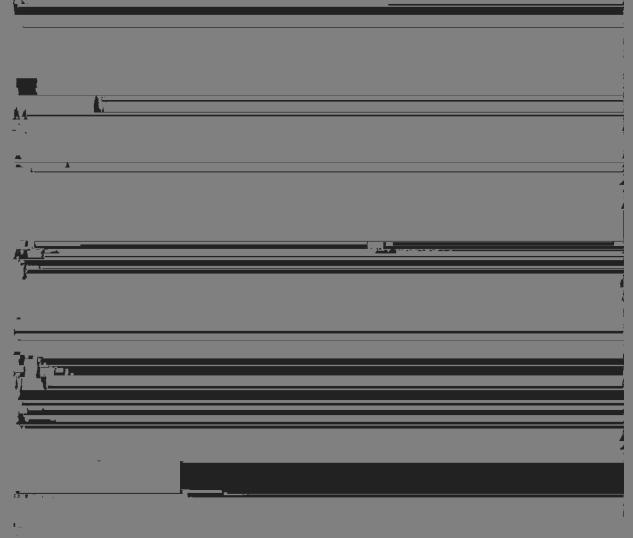
Room #

elephone

Field Trip Destinatio

Reason for travel

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required



TRAVEL REQUEST FORM (ACC-F014) Sacramento City Unified School District

Persont to Attands	Purpose for Attending:	Ingariations This fame with he
11 to 12 to		
⊠ Conference/Workshop	Professional Development	
Business Meeting	Continued Education Credits Earned	completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state.
School/Department ALBERT EINSTEIN		Date Mar 21, 2017
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