

NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION  
(To be completed by Teacher/Advisor)

School Stanwood High School Today's Date 4/13/17

Individuals/Group Involved Girls Tennis Number of Students TBD

Activity State tournament

Destination Kenniwick

Departure Date 5/25/17 Return Date 5/27/17

Accommodations: Red Lion Inn & Suites Kenniwick

Source of Revenue: athletic general

Fundraising Activities —

Individual Student Cost — Total Group Cost TBD

Insurance (special coverages) —

Purpose of Trip (include educational value) To participate in the State  
Tennis tournament

Has this trip been previously taken? yes If yes, when? 2015

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending.)

- \_\_\_\_\_ 1. Additional information needed: \_\_\_\_\_
- \_\_\_\_\_ 2. Insurance coverage to be arranged through the insurance office.
- \_\_\_\_\_ 3. Parent permission and medical authorization forms go to principal.
- \_\_\_\_\_ 4. All district employees need to submit a travel request form.
- \_\_\_\_\_ 5. Notify school nurse.

Signature of Initiator [Signature] Signature of Building Principal [Signature]

For Administration Use Only:

Board approval needed. Will be submitted on May 2, 2017 JP  
 Approved

Superintendent or Designee Signature \_\_\_\_\_ Date \_\_\_\_\_