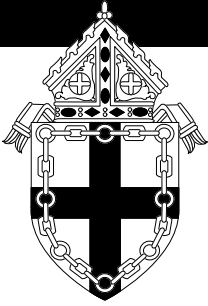


EVENT - TRIP AND FUNCTION REQUEST



Diocese of Fresno Risk Management

1550 North Fresno Street • Fresno, California 93703-3788

Telephone 559-488-7473 • Fax 559-488-7479

Email: riskform@dioceseoffresno.org

Request for Trips and Functions

NAME OF PARISH OR SCHOOL		TODAY'S DATE
ADDRESS		
CITY / STATE / ZIP		
TELEPHONE	FAX	
REQUESTED BY	EMAIL	
NAME OF EVENT OR FUNCTION		
GROUP OR GRADE	DATE(S) OF TRIP OR FUNCTION	
DESTINATION OF TRIP OR FUNCTION		
PURPOSE OF TRIP OR FUNCTION		
<i>CHECK DIOCESAN REQUIREMENTS ON RATIO OF CHAPERONES TO CHILDREN, NUMBER WILL VARY DEPENDING UPON THE AGE OF THE MINORS.</i>		
ESTIMATED NUMBER OF APPROVED ADULTS/CHAPERONES	ESTIMATED NUMBER OF CHILDREN / YOUTH	
ARE ALL ADULTS AND/OR CHAPERONES CLEARED BY SAFE ENVIRONMENT? (FINGERPRINT CLEARANCE, TRAINING, AND SIGNED CODE OF CONDUCT) <input type="checkbox"/> Yes <input type="checkbox"/> No		
IS THIS AN OVERNIGHT TRIP? <input type="checkbox"/> Yes <input type="checkbox"/> No		
NAME OF OVERNIGHT ACCOMMODATIONS		
ADDRESS		
CITY / STATE / ZIP	TELEPHONE NUMBER	
<i>NO OVERNIGHT STAYS IN PERSONAL RESIDENCE ARE ALLOWED</i>		
TYPE OR MODE OF TRANSPORTATION		
<input type="checkbox"/> Walking		
<input type="checkbox"/> Train or Local Bus (Call Risk Management)		
<input type="checkbox"/> Diocesan Approved Chartered Bus (Name of Company:_____)		
<input type="checkbox"/> Private Vehicles with Volunteer Drivers (No of Vehicles:_____ No. of Drivers:_____)		
<input type="checkbox"/> Local Area School Bus (District name:_____)		
<input type="checkbox"/> Parents Drop Off and Pick Up		
<input type="checkbox"/> Student's with Driver's License (transportation of self only)		
<i>NO PASSENGER VANS CARRYING MORE THAN TEN (10) PASSENGERS ARE ALLOWED.</i>		

CONTINUE ON REVERSE AND COMPLETE BOTH SIDES OF FORM

