



# The "Exciting" SHBC

REACH • TEACH • DEVELOP • SERVE

Dr. Howard E. Anderson, Sr. - Pastor

## SHBC Transportation Request Form

**Event Description:** \_\_\_\_\_

(Please Briefly Describe the Event)

**Event Destination:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Time of Departure:** \_\_\_\_\_ **Estimated Time of Return:** \_\_\_\_\_

**Type of Transportation Needed:**

Van      Total Number of Passengers (including driver): \_\_\_\_\_

Bus      Total Number of Passengers (including driver): \_\_\_\_\_

**Chaperones:**

Name	Contact Number

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

Contact Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

**For Office Use Only**

[ ] Approved & Scheduled

[ ] Not Approved: Reason(s) \_\_\_\_\_

Authorized Signature: \_\_\_\_\_