

Mt. Zion Baptist Church Bus Request Form

Today's Date: _____

Date Bus is Needed: _____

Group Requesting Bus: _____

Destination: _____

*Number of People Riding Bus: _____

Time of Departure: _____

Time of Return: _____

Bus Driver: _____

Person in Charge of Clean Up: _____

- Please remove all trash from seats and sweep the bus floor after each trip.
- Please arrange to pick up keys during Church Business Office Hours.
- **Your group must refill the bus with gas upon return.**

This request form must be on file with the church office at least 2 weeks prior to your trip. Insurance requires a list of everyone on the bus be left with someone in the church office. Please call the church office one week before your requested date to confirm your bus reservation.

I understand and agree to all the responsibilities of using the bus.

Signature

Date

***A list of everyone on the bus must be left in the church office or on the church premises (mailbox).**

