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FIELD TRIP REQUEST FORM
A SEPARATE FORM FOR EACH TRIP)

Submit field trip request to: [redacted] See below reference distribution section for details concerning each type of trip

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Sutter Middle School

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Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
TRAVEL REQUEST**

Sutter Middle School
School Name
Date 02 / 13 2018
Teacher's Name Terri Lee Brandt Room # 116 Telephone # 395-5370
Field Trip Destination Washington DC, Williamsburg, Gettysburg

To study the historical sites, museum, government buildings, memorials

and monuments as they pertain to the development and growth of the United States

2/22/19

Date

3/1/19

Date

3/8/19

Date

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

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

Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the departure date. 60 days if out of state.

Request to Attend:

Purpose for Attending:

[Redacted area]

Business Meeting Continued Education Credits *2/27/19*
CRISTIN TAHARA-MARTIN *3-1-19* Date REQ # *NA*

School/Department | *Stiller Middle School* Date | *2/19/2019*

Date(s) of Event | *April 10 to April 15, 2019* Location | *Washington D.C., Williamsburg, Charlottesville*

Event Title (attach brochure) | *School Tours of America--Washington D.C., Williamsburg and Charlottesville* *2/8/19*
Date

[Redacted area]