

**HORIZON SCHOOL DIVISION**  
**Parent/Guardian Responsibility of Student Transportation for School Sponsored Events**

Date: \_\_\_\_\_

I \_\_\_\_\_ the (parent/guardian) of \_\_\_\_\_  
[parent/guardian name] [student(s) name(s)]

hereby formally decline the arranged transportation by \_\_\_\_\_ school for the following event:

Description of event:

Date of event:

Location of event:

I have made private arrangements to transport \_\_\_\_\_ to and from  
[Student(s) Name(s)]  
the event specified above.

The individual driving will be \_\_\_\_\_  
[Driver's name]

I \_\_\_\_\_ along with the driver, \_\_\_\_\_  
[Parent/Guardian Name] [Driver's Name]

Assume full responsibility for transportation and any associated liability for transportation.

\_\_\_\_\_  
Name of Parent:

\_\_\_\_\_  
Name of Driver:

\_\_\_\_\_  
Signature of Parent:

\_\_\_\_\_  
Signature of Driver:

**FOR OFFICE USE ONLY**

Request

- Approved
- Not approved

\_\_\_\_\_  
Signature of Principal