



MOORE COUNTY SCHOOLS

ENGAGE • INSPIRE • SUCCEED

OUT-OF-COUNTY CAR REQUEST

Completed form **MUST** be submitted to Student Support Services (SSS).

TO: _____ (Direct Supervisor or Principal)

FROM: _____ (Name and School/Department)

DATE: _____ DATE(S) FOR TRIP: _____

STUDENT NAME(S): _____

DESTINATION: _____

PURPOSE: _____

Will a system vehicle be needed? Yes No *If yes, send copy to the Maintenance Dept.

Additional Comments: _____

Approved Not Approved

(Supervisor/Principal Signature)

(SSS Signature)