Shuttle Booking Request Sheet

Please make sure all information is filled out. Send completed form to Mikaela Libens (mxl1349@case.edu) or in person to DeGrace rm 203. This form must be submitted at least 2 months in advance of the semester you will be taking your trip. Facilities at the farm needed for your classes should still be booked through farm@case.edu.

Name: __________________________________________

Class: __________________________________________

Date of Trip: ____________________________________

Picked up From: __________________________________

Shuttle To: _______________________________________

Planned Time of Departure: _________________________

Planned Time of Return: ___________________________

Number of passengers: _____________________________

Chosen Transportation Agency (Standard Parking, Precious Cargo, Barons): ______________________________

Emergency Contact Number: _______________________