



**Girl Scouts®**  
**Western New York**

**Contract for Bus and Leased Vehicles**

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*This form must accompany a certificate of liability and personal injury protection insurance from the company you are leasing from. Please include completed copy with travel packet.*

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***Trip Information***

Troop # \_\_\_\_\_ Grade Level \_\_\_\_\_ Service Unit \_\_\_\_\_

Leader's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Departure Date \_\_\_\_\_ Departure Time \_\_\_\_\_

Departure Location \_\_\_\_\_

Destination \_\_\_\_\_

Return Date \_\_\_\_\_ Return Time \_\_\_\_\_

Return Location \_\_\_\_\_

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***Bus/Leased Vehicle Information***

Bus/Buses to be furnished by \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Company furnished driver: Name \_\_\_\_\_

Driver ID# \_\_\_\_\_

Special Instructions \_\_\_\_\_

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***Financial Information***

Total Transportation cost for the trip      \$ \_\_\_\_\_  
Deposit      - \_\_\_\_\_      Date paid \_\_\_\_\_  
Balance Due      \_\_\_\_\_      Date paid \_\_\_\_\_

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*Signatures*

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CEO of GSWNY

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Company Representative Signature

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Print Company Representative Name