FAIRFIELD PUBLIC SCHOOLS

FIELD TRIP – COST CALCULATION

Use this form to calculate student and adult admission costs for a school field trip.

TRIP INFORMATION

Teacher in Charge: _____ Today's Date: _____

Destination: _____ Date of Trip: _____

Grade(s) Attending: _____

ADMISSION FEES

Enter the applicable admission price for students and adults.

Category	Number Attending		Price per Person		Admission Subtotals
Students	_____	x	$_____	=	$_____
***Staff chaperones**	_____	x	$_____	=	$_____
Parent chaperones	_____	x	$_____	=	$_____

***NOTE**: If approved, the district will pay for staff chaperone admission fees. *Admission fees for parent chaperones must still be collected.*

APPROVAL

Principal's Approval: _____ **Date:** _____