

TULOSO-MIDWAY ISD OUT-OF-DISTRICT TRAVEL

VEHICAL RENTAL FORM

Vehicle Rentals are <u>ONLY</u> for the Official Conference Days/Additional Days are the Responsibility of the Employee					
Employee Requesting Vehicle				Date Requested	
Event Attending				Location of Event	
Account Number					
Date of Rental			Date of Rental Return		
Time of Departure		A.M.	P.M.	Time of Return	
				A.M.	P.M.
Employee Signature			Date		
Supervisor Signature			Date		
Central Office Signature <i>(Superintendent/Designee)</i>			Date		
Type of Vehicle Rental Request <i>(car or van)</i>					
Comments					
TRANSPORTATION USE ONLY					
TRANSPORTATION APPROVAL					
Comments					
Transportation Director Approval				Date	