

School Field Trip Tour Reservation Form

Use this **School field trip tour reservation form** sample to efficiently book educational excursions for students. It simplifies the process by collecting all necessary information for a smooth and organized trip. Customize the form to fit your school's specific field trip requirements.

School Information

School Name:

School Address:

Contact Person:

Contact Email:

Contact Phone Number:

Field Trip Details

Destination/Location:

Trip Date:

Arrival Time:

Departure Time:

Number of Students:

Grade Level(s):

Number of Chaperones:

Transportation Method:

School Bus

Special Needs / Accommodations:

Please specify if any

Educational Objectives/Purpose of Trip:

Additional Information

Other Notes:

Submit Reservation