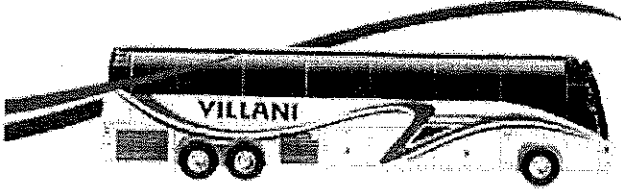


F-1



Villani Bus Company
 811 East Linden Avenue
 Linden, NJ 07036
 Phone: 908-862-3333
 Fax: 908-474-8058
 Website: www.villanibus.com
 Email: info@villanibus.com

Charter Confirmation

James Mosser
Union High School
2350 N. 3rd. Street
Union, NJ 07083 USA

Confirmed: **05/21/15**
 Charter No.: **54997**
 Phone: **908-851-6780**
 Fax: **908-851-6539**
 Order Date: **05/13/15**
 SalesRep: **Mr. Shabazz**

Thank you for selecting **Villani Bus Company** for your upcoming trip. We are committed to providing you with the very best service possible, and I am sure that you will be pleased with the quality of our equipment and drivers. This Confirmation serves as your contract for your transportation needs shown below. We must receive your deposit along with one signed and dated copy of this letter by the due date of the deposit shown below. Please review the following information to confirm our understanding of the services we will provide.

Group Name: **Performing Arts Group**
 Group Leader: **James Mosser**
 Destination: **Millburn, New Jersey**
 Leave Date: **Tuesday, June 02, 2015**
 Spot Time: **1:15 pm**
 Leave Time: **1:30 pm**
 Pickup Location: **Union High School
 North 3rd Street
 Union, New Jersey**

Coaches: **1**
 Equipment: **1-54 School Bus**
 Return Date: **Tuesday, June 02, 2015**
 Retn\Drop Time: **11:00 pm**
 Destination Details: **Papermill Playhouse
 Brookside Dr off Old Short Hills Rd
 Millburn NJ**

Description	# Coaches	Qty	Rate	Charge
Single Day School Bus Trip	1	1.00	\$326.25	\$326.25
VBC DISCOUNT	1	1.00	(\$326.25)	(\$326.25)
UNSIGNED CONFIRMATION WILL VOID RESERVATION	1	1.00	\$0.00	\$0.00

Due Dates	Description	Amount	Date Received	Transport Charge:	
05/16/15	Signed Contract			Amount Paid	\$0.00
07/06/15	Final Payment	\$0.00		Balance Due	\$0.00

If you have not already done so, please remember to send us an itinerary complete with addresses to insure the success of your trip. Please call me if you have any questions.

Sincerely,

 Charter Party Authorized Signature Date

Mr. Shabazz

**TOWNSHIP OF UNION BOARD OF EDUCATION
FIELD TRIP APPROVAL REQUEST
DATE REQUESTED: 5/15/15**

Pursuant to N.J.A.C. 6A:23A-5.8 Field Trips must be preapproved by the Board and not solely for entertainment purposes. ALL REQUESTS MUST BE RECEIVED IN THE TRANSPORTATION OFFICE NO LATER THAN THE FIRST OF THE MONTH IN ORDER TO BE INCLUDED IN THE AGENDA FOR THE NEXT BOARD MEETING.

Failure to complete this form in its entirety will result in denial.

SCHOOL Union High School GRADE 9-12
 TEACHER(S) J. Mosser, M. Abbate, L. Muller, J. Williams
 DATE OF TRIP Tuesday June 2, 2015
 DESTINATION Paper Mill Playhouse Rising Star Awards
 ADDRESS / CITY 22 Brookside Drive, Millburn, NJ 07041
 (Please attach directions)

PURPOSE OF TRIP To participate in the rehearsal and performance of the Paper Mill Rising Star Awards
 (Must be of educational value to the children)

Pick-up Time (No earlier than 9:10 AM) 1:30PM Specific Location Cul-de-sac outside door 37

Return Time (Must be back at school by 1:40 PM) 10:30PM Specific Location Front of Paper Mill Playhouse

Total Number of Passengers 54 (Bus Capacity is 54, Van Capacity is 16)

DISTRICT BUDGET ACCOUNT NUMBER/FUNDING SOURCE: 11-00-270-512-09-00-7548

TOTAL ESTIMATED COST TO BE COMPLETED BY REQUESTOR

 I am requesting *in house* transportation

1. In house Bus cost	=	_____
2. Entrance Fee	=	_____
3. Total Trip Cost: Add 1 & 2	=	_____
4. District Cost	=	_____
5. Student Cost	=	_____
6. Any other cost incurred	=	_____

Line 3 should equal the total of lines 4+5+6
 Amount that students fundraised = _____

 X I am requesting *outside vendor* for transportation

1. Outside Contractor cost	=	<u>Comp</u>
2. Entrance Fee	=	<u>\$1800.00</u>
3. Total Trip Cost: Add 1 & 2	=	<u>\$1800.00</u>
4. District Cost	=	<u>\$0.00</u>
5. Student Cost	=	<u>\$20.00/Student</u>
6. Any other Cost incurred	=	_____

Line 3 should equal the total of lines 4+5+6

Supervisor's Approval [Signature]
 Principal's Approval [Signature]

Date 5/15/15
 Date 5/15/15

** Please compute in-house transport costs as follows: \$55.00 per hour weekdays, \$90.00 per hour after 4:00 pm and on weekends X the number of vehicles needed. Minimum 2 hours. Additional half hour will be added on for travel time to and from the school.

	Approved	Disapproved	Reason	Date
BOE				
Sch Business Admin				
Transportation				