

# Calvin Christian School

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## Travel Arrangement Notification Sheet

**Fill out the following information and send the completed form to school at least three (3) weeks prior to arrival.**

1. Student's Name \_\_\_\_\_
2. Arrival Date \_\_\_\_\_ (Should be at least 7 days prior to start of school)
3. In the city of \_\_\_\_\_ Airport \_\_\_\_\_
4. Airlines \_\_\_\_\_ Flight Number \_\_\_\_\_
5. Departing from (city) \_\_\_\_\_ at \_\_\_\_\_ on \_\_\_\_\_  
(Time) (date)
6. Arrival time \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.
7. Student needs to be picked up at the airport. \_\_\_\_\_ Yes \_\_\_\_\_ No

If No, I have made arrangements for my student(s) to be picked up at the airport by:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(Relationship to student)

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_