



SCHOOL TRANSPORT REQUEST FORM
(Applicable only against Transport Withdrawals)

To,
The Principal
The Heritage School
Plot No. 8, Sector 23
Rohini, Delhi - 110085

Dear Madam,

I/We request that my ward _____ of class _____ may be permitted to use the school bus as per the route allotted by the school subject to the following conditions I undertake to fulfill :

1. I/We will pay the transport fee according to the rate now in force and amended from time to time by the school authorities by or before the due date for payment.
2. I/We understand that the school management is under no obligation to provide the bus facility to me/us as it may not be possible to run bus routes to all locations.
3. I/We understand that the bus facility may be discontinued at any time at the discretion of the school management with one-month notice (except in case of disciplinary/special cases).
4. I/We understand that the bus will stop at the designated bus stop which will be finalized and sometimes due to unavoidable circumstances may have to be varied by the management of the school.
5. I/We understand that the School will not be able to entertain any requests of change of bus stop or route.
6. I/We understand that the school requires one calendar month notice for discontinuation of the bus service. Bus fee for the month of serving the notice will also be payable and any unpaid dues will be deducted from the security deposit.
7. I/We understand that our child/children will be required to follow the school's code of conduct while using the bus, which will be reinforced at home by us.
8. I/We have satisfied ourselves on the services provided and acknowledge the inherent risks involved in use of any such transportation.
9. I/We have read and understood the contents of the above declaration and undertake to abide by the same.
10. My/Our residential address and telephone No(s) are given below and I will inform the school in writing if there is any change to the details provided below:

Admission No. _____ Name of the Student: _____ Class & Sec: _____

Address:

Father's Name: _____ Mobile No. _____

Mother's Name : _____ Mobile No. _____

Guardian/Helper Name: _____ Mobile No. _____
(Who will pick up the child)

Emergency Contact Name : _____ Mobile No. _____

Thank you

Yours Faithfully

Signature of Parent

Name _____

Date _____