

**COMMACK PUBLIC SCHOOLS
TRANSPORTATION DEPARTMENT
P.O. BOX 150
COMMACK, NEW YORK 11725
Phone: 912-2020 Fax : 912-2051**

Dear Parent/Guardian:

In accordance with NYSED, Commack School District can only provide transportation services to students according to the Commack School District's calendar.

Instructions for completing your application for private and parochial transportation requests are as follows:

- ◆ The application form on the back of this letter must be completed in its entirety. If there is any missing information, including school's address, the form will be returned;
- ◆ Only one registrant per application form;
- ◆ Please **PRINT** all information;
- ◆ The applications must be returned to Commack School District's Transportation Office no later than **April 1st** – failure to do so can result in denial of transportation services;
- ◆ If you are registering a Kindergarten student, you must enclose a copy of the child's birth certificate;
- ◆ If your child is "latch key", meaning that your child can let himself/herself in your home without adult supervision, please designate;
- ◆ Again, the completed application must be returned to arrive in the Transportation Office, by **April 1st**.

Thank you for your cooperation.

COMMACK PUBLIC SCHOOLS
TRANSPORTATION DEPARTMENT
P.O. BOX 150
COMMACK, NEW YORK 11725
Phone: 912-2020 Fax : 912-2051

PRIVATE & PAROCHIAL TRANSPORTATION REQUEST

I hereby formally request transportation for my son/daughter for the **2017/2018** school year to:

Please **print** all information:

Name of School

Address & Telephone Number of School

Student's Name: _____

Address: _____

Town: _____

Grade (as of 9/17): _____ Birthdate: _____

Parent or Guardian: _____

Home Phone: _____ Cell/Beeper #: _____

Work Phone: 1. _____ 2. _____

Emergency Phone: 1. _____ 2. _____

Emergency drop off information (Must be completed):

Name: _____
(must be within Commack School District's boundary)

Address: _____ Phone: _____

Latch Key: _____ Yes _____ No

**** Please enclose copy of birth certificate for all Kindergarten students****

**Forms must be returned to above address by
April 1st deadline.**

Parent's Signature

Date