



Valley Stream UFSD Thirteen

585 N. Corona Avenue Valley Stream, New York • 11580 • (516) 568-6110
www.valleystream13.com

Constance D. Evelyn
Superintendent of Schools

Gerard Antoine
Assistant Superintendent
for Business and Human Resources

January 2017

TRANSPORTATION REQUEST for 2017-2018 SCHOOL YEAR

Dear Parent/Guardian:

Please complete the transportation request application on the *reverse side* of this letter to request private school transportation for the 2017-2018 school year. Proof of Residency must be provided *each* year. In addition, proof of Birth Date (Birth Certificate, Passport, etc.) is required for an entering Kindergarten student or for a first-time applicant on any grade level.

Applications must be received in the Business Office or postmarked **on or before Saturday, April 1, 2017.** However, due to the weekend date, applications can be submitted up to and including Monday, April 3, 2017. No application will be accepted after that date. Our Business Office is open from 8:00 A.M. to 4:00 P.M., Monday – Friday.

In order for a child to receive transportation, an application **must** be on file for the specific school he/she will ultimately be attending. Therefore, **it is strongly suggested that an application be completed if you anticipate your child being placed on a wait list, and/or there is any indication he/she might attend a school other than his/her assigned District school any time during the 2017 – 2018 school year.** You may submit up to three applications per student.

Please make sure to include an email address, or attach a self-addressed envelope to your application(s) to receive confirmation of receipt.

Sincerely,

Gerard Antoine
Assistant Superintendent for
Business and Human Resources

(Turn Over To Complete Application)

APPLICATION MUST BE HAND-DELIVERED TO VALLEY STREAM UFSD 13 DISTRICT OFFICE
OR POSTMARKED BY NO LATER THAN APRIL 3, 2017

DATE OF APPLICATION: _____ DATE RECEIVED BY DISTRICT: _____

BUSINESS OFFICE - TRANSPORTATION
585 NORTH CORONA AVENUE
VALLEY STREAM, NY 11580-2099
Tel: 516-568-6110, Fax: 516-568-6115



I request transportation for the following child/children for the school year **2017-2018**:

FULL LEGAL NAME OF CHILD	BIRTH DATE (mm/dd/yyyy)	GRADE AS OF SEPTEMBER, 2017

*E-Mail Address _____

** If none, please attach self-address envelope for receipt confirmation.*

Name of School _____

Child will be Attending _____

School Address _____

Principal's Name _____ School Telephone _____ Regular School Hours _____
Upon enrollment, please provide school calendar or list showing exceptions to regular school days / hours

THREE (3) documents verifying PROOF OF RESIDENCE must be included with this application, one of which must be a mortgage statement, a signed lease, or a tax receipt.

Alternate proof of residency can consist of utility bills, cable bills, telephone bills, (no cell phone bills) bank and/or credit card statements, driver's license with insurance card, etc.

PROOF OF BIRTH DATE (Birth Certificate, Passport, etc.) is required for all Kindergarten students as well as first-time applicants on any grade level.

 Signature of Parent/Guardian

 Home Address

 City, State, Zip

 Home Telephone

 Cell / Other Phone