



# CHARTER TRANSPORTATION CONTRACT

## 2009-2010

Calgary Board of Education  
 Attention: Transportation Services  
 515 Macleod Trail SE  
 Calgary, Alberta T2G 2L9

### READ CAREFULLY BEFORE COMPLETING CONTRACT

IF APPLYING FOR A WAIVER OF FEES, DO NOT FILL OUT THIS FORM.

RETURN THROUGH YOUR CHILD'S SCHOOL BY MAY 15, 2009. **DO NOT FAX**

THIS CONTRACT IS TO BE COMPLETED FOR ALL STUDENTS WHO ARE ELIGIBLE FOR ALL MODES OF TRANSPORTATION **EXCEPT CALGARY TRANSIT.**

COMPLETE ONE CONTRACT PER FAMILY AND INCLUDE ALL STUDENTS **ELIGIBLE** FOR CHARTER TRANSPORTATION.

CONTRACT CANNOT BE PROCESSED WITHOUT PAYMENT IN FULL. MAKE PAYMENT BY CHEQUE/MONEY ORDER PAYABLE TO THE C.B.E. CHEQUES CAN BE POST-DATED TO SEPTEMBER 1, 2009.

TRANSPORTATION CANNOT BE GUARANTEED IF COMPLETED CONTRACT AND PAYMENT ARE NOT RETURNED TO THE SCHOOL BY MAY 15, 2009.

PLEASE READ THE TERMS AND CONDITIONS THAT APPEAR ON PAGE 2 OF THIS CONTRACT. THEY ARE AN INTEGRAL PART OF THIS AGREEMENT.

INVOICES WILL NOT BE SENT TO CHILD WELFARE OR SOCIAL SERVICES. FOSTER PARENTS MUST PAY THE FEE AND REQUEST REIMBURSEMENT FROM THE AGENCY OR ARRANGE FOR THE AGENCY TO SEND A CONTRACT WITH PAYMENT TO THE C.B.E. CANCELLED CHEQUES MUST BE OBTAINED FROM YOUR BANK AS PROOF OF PAYMENT. RECEIPTS WILL NOT BE ISSUED.

1. **PLEASE PRINT LEGIBLY AND COMPLETE THE ENTIRE FORM**
2. **SPECIFY NAME OF PROGRAM i.e. Regular, French Immersion, Special Needs, T.L.C., G.A.T.E., Spanish, etc**
3. **IF STUDENT(S) ARE ENROLLED IN A SPECIAL NEEDS PROGRAM OR REQUIRE ACCESSIBLE TRANSPORTATION, PLEASE COMPLETE A "SPECIAL NEEDS CHARTER TRANSPORTATION" FORM**

Parent/Guardian Surname:		Parent/Guardian First Name:		Home Phone #:	Work Phone #:	
Primary Student Address (one address only, which must coincide with school record):					Postal Code	
FULL NAME OF STUDENT(S)		NAME OF SCHOOL ATTENDING 2009-2010	NAME OF PROGRAM	GRADE	MONTH SERVICE TO COMMENCE	FEE*
SURNAME	FIRST NAME					
<b>*TOTAL ANNUAL FEE ATTACHED</b> <b>Grades K-9 (including Special Needs) - \$165.00 PER STUDENT</b> <b>Grades 10 – 12 (Special needs students eligible for charter) - \$165.00 PER STUDENT</b> <b>Family Maximum (eligible charter students) – \$330.00</b>						

In signing this contract, I understand and agree to the **TERMS AND CONDITIONS** of the contract and I understand that I am giving permission to the Calgary Board of Education to share this information with the STG (Student Transportation Group) for the purpose of transportation planning.

DATE

SIGNATURE OF PARENT/GUARDIAN



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Attention: Transportation Services  
515 Macleod Trail SE  
Calgary, Alberta T2G 2L9

# CHARTER TRANSPORTATION CONTRACT 2009-2010 TERMS AND CONDITIONS

THE FOLLOWING TERMS AND CONDITIONS FORM PART OF THE  
CHARTER TRANSPORTATION CONTRACT (“this Agreement”)

1. The Parent/Guardian acknowledges and agrees that the student must comply with the student code of conduct while being transported to and from school.
2. The Parent/Guardian hereby promises to pay the annual fee referred to in this agreement.
3. The Parent/Guardian hereby agrees that if the cheque is dishonored for any reason, the Parent/Guardian shall be liable to pay to the Board, on demand, an administration fee of **\$35.00** in addition to the fee.
4. In the case where a student requires service commencing mid-year, a pro-rated fee is applicable, but must include the fee for the month service commences to the end of June. The month in which this agreement is entered into shall be treated as a full month for fee payment purposes. Payment for transportation services may be made by cheque, money order or debit payment.
5. In the case where the Parent/Guardian permanently moves his/her residence after the beginning of the school year, and as a result the student no longer requires transportation services, or the student moves to another school and no longer requires transportation services, a prorated refund, less an administration fee of **\$25.00** shall be made upon the receipt of the Parent/Guardian's request in writing and receipt of the student's bus pass. Requests must be made within 30 days of the last day of busing and prior to Spring Break. **No refunds will be processed for service cancelled after Spring Break.**
6. Notwithstanding the above provisions concerning refunds, if there are other fees or charges owing to the Board from the Parent/Guardian or independent student, the Board reserves the right to retain the refund for the purpose of deducting the amount of the refund from the outstanding charges or fees owed to the Board.
7. The Board may provide a transportation pass to each student identified in this Agreement and any such pass shall at all times remain the property of the Board. Such transportation pass shall not be transferable or assignable to any third party. The Parent/Guardian agrees to ensure that in the event of the loss, theft or unauthorized use of a transportation pass, immediate notice thereof shall be provided to the Board.
8. In the event of non-payment in whole or in part of the fee or any administration fee the Board will pursue collection of fees through legal or other proceedings.

## PERMISSION TO RELEASE INFORMATION

The Student Transportation Group (STG) is a consortium consisting of Calgary Transit, and private transportation carriers (First Student Canada, Southland Transportation Ltd., Access Calgary, Mayfair Taxi, The Checker Group, and Associated Taxi) who provide transportation services to Calgary Board of Education (CBE) schools. The STG is responsible for planning and scheduling the routes and bus stops for all buses that transport CBE students to and from school. The personal information is required for transportation planning purposes and providing such services.

The personal information contained in this contract is collected under the authority of the School Act and of Alberta's Freedom of Information and Protection of Privacy Act for the purposes noted above. If you have any questions about this collection, please contact the school Principal or call Transportation Services at 403-294-8195.