



Beautiful Plains School Division

Extra-Curricular Time Sheet – Bus Driver

DRIVER'S NAME:	DEPARTURE LOCATION:	DEPARTURE TIME:
DATE(s):	DESTINATION:	PURPOSE OF TRIP:
TIME CALCULATION		
START TIME: _____:_____ ____ A.M. ____ P.M.	END TIME: _____:_____ ____ A.M. ____ P.M.	TOTAL TIME:
WAS A SPARE DRIVER USED FOR YOUR REGULAR ROUTE? <i>If yes, please attach completed bus driver absence form</i>	YES	NO
TRIP MILEAGE CALCULATION		
ODOMETER READING ON RETURN:	_____	km
ODOMETER READING ON DEPARTURE:	_____	km
TOTAL KILOMETERS: <i>(Return Minus Departure)</i>	_____	km

Driver's Signature

Transportation Supervisor's Signature

FOR OFFICE USE

Regular Hours _____	Overtime Hours _____	
@ per hour _____	@ per hour _____	TOTAL PAID
_____	+	_____ =
		Month Paid _____

TRIP BUDGET	<u>School</u>	<u>Sports</u>	<u>Field</u>	<u>KM Cost</u>	<u>Total</u>
	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Secretary-Treasurer