



# ALTERNATE BUS STOP REQUEST

This form is to request a pick-up or drop-off other than the student's current assigned bus stop.

**Save a copy of this form to your hard drive and email as an attachment to [patricia.burke@lok12.org](mailto:patricia.burke@lok12.org) or fax a copy to 248-391-5481.**

Student(s) Name		School	Grade	Date
Home Address	City	Zip Code	Home Phone	

AM Alternate Address	Phone
PM Alternate Address	Phone
Reason for Request	

Parent Name	Email Address	Phone
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The LOCS Transportation Department will review requests based on board policy and established guidelines. Please see the Transportation Handbook for more information.

**Requests will be responded to either in writing or with a phone call within 30 days. However, at the beginning of the school year, requests will not even be considered until at least 3 weeks after the start of school.**

FOR TRANSPORTATION USE ONLY		
<input type="checkbox"/> Accepted <input type="checkbox"/> Denied		
Reason if Denied	Initials	Date
Other information		

Lake Orion Community Schools  
Transportation Department  
3620 Giddings Road  
Orion, MI 48359