TRANSPORTATION REIMBURSEMENT

REQUIREMENTS

- A teacher or school administrator may apply on behalf of the class or classes.
- Schools must be located in the Chicagoland area.
- Schools must serve a student population comprised of at least 40% who qualify for free or reduced lunch under the National School Lunch Program.

REIMBURSEMENTS

A maximum reimbursement of $200 may be distributed to cover the cost of transportation to and from the park. Schools may be awarded up to two reimbursements per calendar year.

APPLICATION

A teacher or school administrator must submit the application to Cantigny Park, at least six weeks in advance of the field trip. Reimbursements will be distributed to qualifying schools on a first-come, first-served basis.

Send to: **Visitor Services Education Department**
Cantigny Park | 1s151 Winfield Road | Wheaton, IL 60189 | 630.260.8166

FAX: 630.260.8160 or Email: fieldtrips@cantigny.org

The school will be notified of approval via email or letter. Upon notification the school is to submit an invoice from their bus company and Cantigny Park will reimburse the school directly up to the reimbursement amount.

CANTIGNY PARK TRANSPORTATION REIMBURSEMENT APPLICATION

School Name	
School Address	
Grade(s) Visiting	
Telephone	
Email	
Date of Field Trip	
Percentage of students who qualify for free or reduced lunch under the National Free Lunch Program	
*Application Sponsor (please print)	
Signature	
Principal (please print)	
Signature	

** Application sponsor must be a teacher or administrator employed by applicant school.*