

## School Bus Order Sheet

Please fill out the necessary information and fax it back to the above number. Based on this, we will provide a written price quote for your bus orders. If you would like to confirm an order, please sign, date and fax back to our office.

Reservation #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Service: \_\_\_\_\_ Day: \_\_\_\_\_

Organization / School: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_

Number of Vehicles Requested: Van (12 pax) \_\_\_\_\_ Bus (48 pax) \_\_\_\_\_ Bus (56 pax w/ storage) \_\_\_\_\_

Pickup Point: \_\_\_\_\_ Pickup Time: \_\_\_\_\_ Drop Off Time: \_\_\_\_\_

Destination: \_\_\_\_\_

Number of Passengers, (include both children and adults): \_\_\_\_\_

General Policy: Group Leader/Escort/Coach/Teacher must advise the driver of any rest/lunch stops before the bus leaves the first pickup point. The driver will use his/her discretion for any request given after the bus departs. Orders that conflict with the regular school run will not be accepted unless there is an available bus and driver.

Itinerary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PRICE QUOTE:

Method of Payment:  Purchase Order # \_\_\_\_\_  Check/Cash  Service Contract

Credit Card # \_\_\_\_\_ Expiration: \_\_\_\_\_

Cardholder: \_\_\_\_\_ Phone #: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Payment and Cancellation Policy: Payment in the form of cash, check, credit card, service contract or purchase order must be received one week prior to service date, no exceptions. Cancellations must be received 24 hours prior to service. Cancellations received less than 24 hours prior to service will be assessed 100% cancellation charge.

Robert's Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Roberts Hawaii is committed to offering competitive rates statewide and welcomes the opportunity to work within your own budgetary considerations. Upon acceptance of this price quote, please sign/date and fax this form back to the below respective number.

Signature/Title: \_\_\_\_\_ Date: \_\_\_\_\_

<p>OAHU</p> <p>End of Hoonee St.</p> <p>Honolulu, Hawaii 96819</p> <p>(808) 832-4886 (808) 832-4889</p>	<p>MAUI</p> <p>711 Kaonawai Place</p> <p>Kahului, Maui 96732</p> <p>(808) 871-2639 (808) 871-5031</p>	<p>HILO</p> <p>16-188 Melekahlwa St.</p> <p>Kea'au, Hawaii 96749</p> <p>(808) 966-7171 (808) 966-5091</p>	<p>KONA</p> <p>73-4800 Kanalani St., Ste. #200</p> <p>Kailua-Kona, Hawaii 96740</p> <p>(808) 326-1190 (808) 329-4039</p>
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