



HOWARD LAKE  
WAVERLY · WINSTED  
Public Schools

## Over-Night Field Trip Request Form

Date(s) of Trip: 12/27 - 12/29

School:  Humphrey Elementary  Winsted Elementary  
 Middle School  High School

Destination: Fargo, ND, Four Points Sheraton, Fargodome

Telephone Number: 701-364-0000

Address: 5064 23rd Ave S, Fargo, ND 58104

Departure Time From School: 1:00 pm 12/27

Return Time to School: 7:00 pm 12/29

Class, Club, Sport/Activity or Grade Level: 7-12 Wrestling

Teacher/Advisor in Charge: Joe Puncosch

Purpose/Related to Which Essential Standards: Team Bonding, Wrestling in a regional tournament

Approximate Expenses:  District  Student/Activity Account/Booster

Event/Ticket Cost: \$500

Bus Cost: Fuel - Coach drivers

Hotel Other: \$2200

Approvals -

Supervisor/Coach Signature Joe Puncosch Date 11/13/23

Principal/Director Signature Joe Puncosch Date 11/13/23

Superintendent Signature [Signature] Date 11/13/23

School Board Signature \_\_\_\_\_ Date \_\_\_\_\_

Requests must be submitted to building principal **30 days** prior to the trip.  
Trip must be approved by the School Board prior to trip date.  
A separate request form must be filled out for each trip.