

TRANSPORTATION

MEMORANDUM

To: All AISD Employee Suburban Drivers

From: Tim Collins
Transportation Director

Date: May 20, 2016

Subject: AISD Suburban Renewal Form Letter for the 2016-2017 School Year

Please complete the following information, sign and return this form to the Transportation Department, to keep your name on the "Eligible Suburban Driver List". This form **MUST** be completed annually.

_____	_____
Printed Employee Name (Last, First)	Employee ID
_____	_____
Driver's License Number/State	License Expiration Date
_____	_____
School/Department	Date of Birth

___ I want my name to remain on the "Arlington ISD Eligible Suburban Driver List" for the 2016-2017 school year and **I HAVE INCLUDED A COPY OF MY DRIVER'S LICENSE WITH THIS SIGNED FORM.**

*Failure to return this form (completed and signed with copy of your driver's license) to the Transportation Office by the **END OF THE CURRENT SCHOOL YEAR**, will result in your name being removed from the "Arlington ISD Eligible Suburban Driver List".

_____	_____
Signature of Employee	Date
_____	_____
Printed Name	Cell Phone Number