TRANSPORTATION APPLICATION
FEE-FOR-SERVICE (FORM B) 2025–26

River East Transcona SCHOOL DIVISION

Please fill out one form per child.

Requested start date: _____

Date: _____

I, _____, parent/guardian of a student otherwise ineligible for school bus transportation under board policy, request transportation for my child on a fee-for-service basis as follows:

School bus transportation is requested for: _____
FIRST NAME LAST NAME

Home address: _____

Email: _____ Phone: _____

Babysitter address *(if applicable)*: _____ Phone: _____

School: _____ Grade: _____

I have read the division's conditions and fully accept these conditions as well as the responsibility for payment of this fee-for-service transportation.

_____
Parent/guardian signature

RELEVANT MEDICAL INFORMATION

☐ **My child has a medical condition**

Medical information provided at the time of registration will be shared with the transportation department to support your child on the school bus. If anything has changed for your child since that time, please ensure that the school has the most up to date information.

FOR DEPARTMENT USE ONLY

Request approved: _____ Pickup bus: _____

Request denied: _____ Transfer bus: _____

Transfer bus: _____

Take home bus: _____

Completed by: _____ Busing start date: _____

FOR OFFICE USE ONLY

_____ to JUNE _____

$_____/month X _____ = $_____

- Debit authorization is the preferred payment method, processed the 1st of every month, starting September 1 and ending in June of the school year.
- Your application will not be processed unless it is signed, and payment information is enclosed.
- Payments returned by your bank will result in suspension of service.
- If your application is not accepted, payment information will be destroyed.
- If you need to cancel transportation services, a written notification of cancellation of the service must be received five business days prior to processing the next direct debit payment. No refund of a partial month will be made.

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SCHEDULE OF COSTS FOR FEE-FOR-SERVICE

Number of Children	Rate
First child	$847.00 per year @ $84.70 per month
Second (and subsequent) child/children	$423.50 per year @ $42.35 per month
Please note: Fee-for-service payments are based on a yearly rate divided by 10 months (September–June); therefore, winter and spring breaks are not discounted.	

THIS FEE-FOR-SERVICE DOES NOT QUALIFY AS A DEDUCTION UNDER THE INCOME TAX ACT.

PAYMENT AUTHORIZATION

Upon receipt of this form, the monthly transportation fee will be withdrawn from my bank account on the first business banking day of each month for the duration of the application.

My consent also acknowledges that I understand participation in direct debit authorization will terminate in June or with the cancellation of service.

Please check the option that applies to your situation:

☐ I have attached the required voided cheque.

☐ I have attached the required direct debit authorization.

_____ _____

Parent/guardian signature Date

FEE-FOR-SERVICE TERMS & CONDITIONS

The parents of Grades K–12 students who don't qualify for regular busing due to the distance requirements—under Section 43 of The Public Schools Act—can apply for unallocated seats on a fee-for-service basis under the conditions listed below.

Applications must be submitted by June 30 of each school year. Applications received after June 30 will be reviewed on an individual basis. Access to fee-for-service transportation services will be determined on an annual basis.

Applications for fee-for-service transportation (September–June annually) are to be submitted to the:

RETSD Transportation Department
2057 Camsell Ave.
East St. Paul, MB R2E 1G2
Fax: 204.663.7731
transportationfee@retsd.mb.ca

Conditions:

- Transportation service will be provided in accordance with River East Transcona School Division policies EEA and EEA-R.
- Bus routes will not be altered, nor new stops added. All buses will be loaded to a maximum of 95 per cent of their capacity as determined by the director of transportation. Once capacity is reached, no further applications will be processed.
- In the event that students eligible in accordance with division policy apply subsequent to the first day of school, space allocated on a fee-for-service basis will be withdrawn in reverse order of priority; that is, oldest and closest first. Parent(s)/guardian(s) will be required to make alternate arrangements within seven days' notice.
- Transportation **will not be provided** for those students who live less than one kilometre from their designated school.
- Non-payment of transportation fees will result in suspension of service.