

Bus Transportation Reimbursement Request

Who is eligible?

All public schools are eligible for reimbursement.

How does the program work?

The Frye Art Museum will directly reimburse schools for the cost of transportation, up to \$90. A check will be mailed following your visit. If applicable, payment must be made before bus reimbursement is processed.

Schools are responsible for arranging and paying for their own transportation. The Museum will not process transportation invoices from school districts or bussing contractors.

Please complete the application form below.

Date of Visit: _____

Teacher/Tour Coordinator: _____

School/District: _____

Address: _____

Please include one of the following forms of verification showing the cost of the bus transportation to the Frye Art Museum on the day of the visit listed above.

- Approved School or District *Field Trip Request* including bus transportation cost.
- Approved School or District *Transportation Request* showing bus transportation cost.
- Approved School or District *Travel Request* with cost of bus shown.
- Copy of a receipt on school or district letterhead, clearly noting bus payment, amount, visit date, school, and original payer.

Please return this application along with the above documentation to:

Education Programs Assistant

Frye Art Museum

704 Terry Ave

Seattle, WA 98104

Or, send as an attachment – education@fryemuseum.org