

# HOW TO FILL OUT AND SIGN THE TRAVEL RELEASE FORM

Fill in all highlighted fields

Then - Right hand side of form – scroll down and click Fill & Sign

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ROCHESTER MAYO HIGH SCHOOL  
ATHLETIC/ACTIVITIES DEPARTMENT

Jeff Whitney – Athletic/Activities Director 1420 11<sup>th</sup> Avenue SE  
Rochester, MN 55904  
Phone 507-328-5560  
Fax 507-328-5505

**CONTEST TRAVEL RELEASE** **08/26/2020**  
(Today's Date)

This is to certify that **Robin Erickson** **11** has my permission  
(Student's Name) (Grade)

to ride **(to/from/both)** the **Girls Tennis** athletic/activity contest  
(circle one) (Sport and Level playing)

on, **08/28/2020** at **Red Wing**  
(Date of Contest) (Location of Contest)

I certify that I am \_\_\_\_\_ student.

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Click blue box - Fill and Sign

What do you want to do?

**Fill, sign and send**  
Fill form fields, add text and draw or type your signature.  
**Fill and sign**

**Get others to sign**  
Add signers, mark where to fill and sign, send it out and track progress.  
**Request signatures**

Click Sign and hover over signature box (type your name), click apply and you can edit size and font at this point

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(Reason must be sufficient to justify not riding the bus)

I understand that the **ROCHESTER PUBLIC HIGH SCHOOL ATHLETIC/ACTIVITIES RULES** require that students ride the buses to and from all athletic/activities events and a departure from this requirement will release the **ROCHESTER SCHOOL DISTRICT** from liability for any adverse results that may occur.

Students CANNOT drive themselves to out of town school sponsored events.

**I AGREE TO RELEASE THE ROCHESTER SCHOOL DISTRICT** and its employees and officers from liability with reference to the above stated transportation.

Please submit this form **48 hours in advance of the activity to the Athletic/Activities Office** for approval and director/administrator signature.

APPROVED \_\_\_\_\_

NOT APPROVED \_\_\_\_\_

(Signature of Parent or Guardian)

After you sign – Click Next in upper right-hand corner AND SAVE file to your computer EMAIL PDF!!!

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