

ELPS BUS TRANSPORTATION REGISTRATION FOR 2022-2023



Central Office
180 Maple Street
East Longmeadow, MA 01028
Phone: (413) 525-5450

A registration form must be completed each year for all requests whether or not the status below is "Pay" or "Free"

To the Parent(s) /Guardian(s) of:

Parent/Guardian Contact: _____

Phone: _____

Email: _____

Bus registration is now open for the **2022-2023** school year. All riders must register each year **prior to July 1, 2022**. We are accepting online payments or mailed in payments. Make checks payable to **ELPS**. Please see payment instructions below.

If your child(ren) live less than 2 miles from his/her assigned school and are in **grades K-6** or your child(ren) are in **grades 7-12**, there is a fee of **\$270 per child** with a **family cap of \$540**.

If your child(ren) are in **grades K-6** and live more than 2 miles from their assigned school, there is no fee. **You are still required to register them for transportation. M.G.L. c.71, s.68.**

1. **DEADLINE: July 1, 2022.** Registrations will be processed in the order in which they are received.
2. **If you do not want bus service for your child:** you do not have to complete and return this form.
3. **If status below is "Free":** this form needs to be completed and returned to the Superintendent's Office.
4. **If status below is "Pay":** this form needs to be completed and returned to the Superintendent's Office.
 - a. A non-refundable deposit of \$90 per student is required at the time of registration.
 - b. Installment payments totaling \$270 per pupil are to be paid in full by **September 1, 2022.**
5. **Payment Options:**
 - a. **This registration form must be completed and returned to the Superintendent's Office with check or online payment receipt.**
 - b. Online Payment Only www.eastlongmeadowma.gov
 - * Select: BILL PAY, go to School Department Payments
 - * Select: BUS FEES Unipay (there is a fee for Unipay) Your payment confirmation is your receipt.
6. **LATE REGISTRATIONS, those received after July 1, 2022, may not be placed on a bus route for the start of school. Registrations will reopen during the first week of October.**

Student Name	School	Status	Will Ride (v)	Deposit - \$90*	Pd in Full - \$270

Request for a BUS STOP LOCATION that is DIFFERENT than HOME ADDRESS

I request a bus stop location that is **different** from **my home** address due to **childcare reasons**. I understand that this request is subject to seat availability, must be the same stop Monday through Friday, must be on existing bus routes, and within my child's school zone.

Student(s): _____ AM () PM ()

Name of Daycare _____ (Daycare Phone): _____

Address of Daycare for pick up/drop off _____ (Daycare Alternate Phone): _____

Parent/Guardian Signature: _____ Date: _____