



NAJMAT AL NAJAH SCHOOL BUS TRANSPORTATION



Transport Form

School Academic Year _____ Admission No. _____ Date: _____

Name of the student _____ Grade _____ Division _____

Please provide the exact location for new transport: (NEW TRANSPORT REQUEST)

Confirmed Date of Entry _____ Emirates _____
Pick-up / Drop-off Point _____
Address: _____

Note:- Only limited areas are covered, kindly visit Najmat website for more information - www.nbt.ae

Please provide the details if change of residence and bus routes: (BUS OR STOP CHANGE REQUEST)

Old Bus Route No. _____	New Bus Route No. _____
Old Bus Stop: _____	New Bus Stop: _____
Old Location: _____	New Location: _____

Note:- One month prior notice required for any route change and administrative charge AED 100/- to be paid (Subject to seat and bus availability)

Please fill the details for transport cancellation: (TRANSPORT CANCELLATION REQUEST)

Bus Route No. _____ Bus Route Name (Area) _____
Notice Date _____ Cancellation with effect from _____
Reason for cancellation _____

Note:- Request for discontinuation of transport facility must be submitted THREE MONTHS in advance to the Najmat office. If the bus usages are discontinued without written notice, then it will be deemed that the student continues to use the bus services, irrespective of actual usage. This also applies to the fee defaulter of that particular term.

Terms and conditions of school bus service:

I have read and understood the Terms & Conditions related to the school bus logistics and confirm my acceptance.

Parent's Signature & Date _____ Mobile Number _____

For Transport Department office use only:

<input type="checkbox"/> New Transport	<input type="checkbox"/> Route Change	<input type="checkbox"/> Stop Change	<input type="checkbox"/> Transport Cancellation - OT / TC
Bus Route Name: _____			
Bus Stop Name: _____			
Bus Route No. _____	Bus Stop Code : _____		
With effect from _____	Area Code : _____	Authorised Signature & Date _____	

For Accounts Department Office use only:		For CLP Department Office use only:	
Application received date _____ / _____ / _____		Application received date _____	
Bus Fees for Term (√) _____ First / Second / Third		Student profile updated by _____	
Total Fees (in AED) _____		RFID Issued Date _____	
Authorised Signature & Date (Accounts Department) _____		Authorised Signature & Date (CLP Department - School) _____	

Tear here

Information slip for driver

Student's Name _____	Grade & Div _____	Admission No. _____
The above student has (Permission / Discontinue) to ride bus route no # _____ for _____ day(s)		
Starting Date: _____	Ending Date: _____	Reason: _____
Destination (Stop Name) _____	Authorised Signature: _____	
This pass must be shown to bus driver upon entering bus.		Date: _____