TXC LTD | SCHOOL TRANSPORT APPLICATION FORM

SAFE • RELIABLE SCHOOL TRAVEL

Academic Year	20__/20__	Application Type	Select	Date Submitted	DD/MM/YYYY

1. PASSENGER DETAILS

Number of Passengers	Select

No.	Forename(s)	Surname	School Year Group	Date of Birth
1			Select	DD/MM/YYYY
2			Select	DD/MM/YYYY
3			Select	DD/MM/YYYY
4			Select	DD/MM/YYYY

2. JOURNEY DETAILS

School Route	Select route		
Requested Pickup Point			
HGS1 ORANGE - Select pickup	HGS2 BLUE - Select pickup	CHS1 GREEN - Select pickup	
Requested Drop-off Point			
HGS1 ORANGE - Select drop-off	HGS2 BLUE - Select drop-off	CHS1 GREEN - Select drop-off	

3. PARENT / GUARDIAN AND EMERGENCY CONTACT DETAILS

Parent / Guardian Name			
Relationship		Main Contact Number	
Email Address		Alternative Number	
Home Address (including postcode)			
EMERGENCY CONTACT			
Full Name		Relationship	
Contact Number			

4. RELEVANT PASSENGER INFORMATION

Medical, mobility, accessibility or safeguarding information relevant to transport	

5. PAYMENT OPTIONS

HGS1 ORANGE | HGS2 BLUE | CHS1 GREEN

Heckmondwike Grammar School

Plan	Payment Schedule	Total
Pay in full	One payment after invoice	**£1,305**
Deposit + 2	£150 deposit; £577.50 on 1st July and 1st January	**£1,305**
Deposit + 6	£150 deposit; £202 monthly, 1st July - 1st December	**£1,362**

6-month plan includes an additional £57.00.

The Crossley Heath School

Plan	Payment Schedule	Total
Pay in full	One payment after invoice	**£2,001**
Deposit + 3	£150 deposit; £617 on 1st July, 1st January and 1st April	**£2,001**
Deposit + 6	£150 deposit; £317 monthly, 1st July - 1st December	**£2,052**

6-month plan includes an additional £51.00.

All six-month instalments must be paid by standing order or bank transfer.

6. PAYMENT SELECTION

Selected Payment Plan	Select payment plan

PAYMENT PROCESS

After reviewing your application, TXC Ltd will contact you to confirm availability and issue an invoice. Where an instalment plan is selected, the £150 deposit must be paid to secure the passenger's seat. Use the invoice number shown on the invoice as the payment reference for every bank transfer or standing order.

7. CONSENT AND DECLARATION

☐	I confirm that the information provided in this application is complete and accurate. I have read and agree to TXC Ltd's School Transport Terms and Conditions. I understand that submitting this application does not guarantee a seat. Once availability has been confirmed and either the full annual charge or the required £150 deposit has been paid, the seat is secured for the full academic year. If I cancel the service or the passenger stops travelling during the academic year, the full annual charge remains payable in accordance with the Terms and Conditions, subject to any statutory rights. I agree to pay the charges applicable to the selected route and payment plan and understand that TXC Ltd will use the information provided to administer the school transport service.

Parent / Guardian Name		**Date**	DD/MM/YYYY
Electronic Signature			

A seat is not secured until TXC Ltd has confirmed availability and the required securing payment has been received.

CHS1 Green Route - Crossley Heath School

CHS1 GREEN ROUTE

Boarding: passengers must scan their QR codes when boarding the bus.

Passengers should be at the stop at least 5 minutes before the stated time.
Follow current office/client updates if traffic or diversions affect the route.

TIMETABLE

AM	Stop	Location / route detail
07:00	**Ibis The Gateway**	Crown Point Road, Leeds, LS10 1JW. Home: Duke Street, Kirkgate, LS9 8AG opposite Ibis.
07:20	**Tingley**	White Bear, Tingley, Wakefield WF3 1JZ - Stop ID 45011459
07:25	**Morley Asda**	Morley ASDA, Morley, Leeds LS27 0AR - Stop ID 45010352
07:30	**Starbucks (A650)**	Wakefield Road, Morley, Gildersome, Leeds LS27 7HH

Arrive school: 08:15 **Depart school: 15:30**

- Afternoon stops may be on the opposite side to the morning pick-up.
- All passengers must remain seated and wear the seat belt correctly fastened while the vehicle is moving.
- Report route diversions, delays or passenger issues to the office promptly.