



Farmington Area Public Schools

ISD #192

ISD 192
Finance Office

Jane Houska
Finance Director

Renae Swanson
Controller

October 1, 2023

Dear Transportation Contractor:

Attached are two copies of your transportation contract and a payment form for the 2023-24 school year. Please sign both copies of the contract and complete and sign the payment form and **return all three forms to our office via email or US Mail.**

You are *required* to provide proof of your current automobile liability insurance policy for the automobile that you have indicated on the contract. This could be a copy of the insurance identification card or certificate which you carry in your vehicle as proof of insurance. Please include this when you return the enclosed forms.

Please note: According to State Statutes 169.454 and 171.321, we can only reimburse you for transporting your own child (children) unless you have a Type II license and inspection.

Your payment will be made in full at the close of the school year upon verification of membership from the attending school. The forms must be received by us on or before June 1, 2024. We will not be able to process them after that date.

Forms may be emailed to rswanson@farmington.k12.mn.us or mailed to ISD 192, Attn: Renae Swanson; 20655 Flagstaff Avenue, Farmington MN 55024. Thank you for your cooperation. If you have any questions, please give our office a call at 651-463-5000.

Sincerely,

Renae Swanson
Controller

20655 Flagstaff Ave
Farmington, MN 55024

ph. (651) 463-5000
fax. (651) 463-5071

www.farmington.k12.mn.us

