

Mustang Classic

2/2 - 2/3

# NATRONA COUNTY HIGH SCHOOL

## BUILDING USE REQUEST FORM

Outside Groups: Please check in at the office upon your arrival (during school hours)

Date of Request: Jan 4, 2018 Date(s) of Building Use: Feb. 2 + 3rd

Time(s) of Building Use: 3:30 p.m. Time(s) of Activity: 4 p.m. - 10pm Friday  
7am - 7pm Saturday

Group or Organization Using Building: Speech + Debate

### Reason for Building Use:

Meeting(s)\_\_\_ Banquet\_\_\_ Dance\_\_\_ Practice(s)\_\_\_ Game(s)\_\_\_ Music Production\_\_\_  
Theatre Production\_\_\_ Fundraising Activity\_\_\_ Voting Poll\_\_\_ Registration\_\_\_  
Rehearsal(s)\_\_\_ Reunion\_\_\_ Training/Prof. Dev\_\_\_

Other Mustang Classic Speech + Debate Meet

Requested Area(s): Commons

Cafeteria (East)\_\_\_ (West)\_\_\_ Auditorium X Band Room X Library X Staff Center X  
Main Gym\_\_\_ Auxiliary Gym\_\_\_ Wrestling Room\_\_\_ Weight Room\_\_\_ Fitness Center\_\_\_  
Locker Room(s)\_\_\_ Gym Lobby\_\_\_ Pool\_\_\_ Stadium\_\_\_ Track\_\_\_ Classroom(s) 1 1  
Other Classroom list

Does Facility need to be opened? Yes No Time 3pm - 10pm AM-PM Friday

Does Facility need to be locked after use? Yes No Time \_\_\_\_\_ AM-PM

Is this function open to the Public? Yes No

Will Admission be charged? Yes No Amount \$ \_\_\_\_\_

How many people will be in attendance? Less than 50\_\_\_ Less than 100\_\_\_ More than 100

Will food or beverages be: (Sold) (Provided)\_\_\_ at this activity? Yes X No\_\_\_

General Equipment needed: All cafeteria tables  
Microphone(s) # Aud. Podium Aud. Tables # 40 Chairs # 75 DVD Player\_\_\_ TV\_\_\_ Projector\_\_\_  
Screen\_\_\_ Projector\_\_\_ Long Tables - Maximum

Is special lighting and sound necessary for this function? Yes\_\_\_ No X

List person(s) who will be in charge of this activity: Mary Hoard

NCHS Speech + Debate 307-259-8745  
Address City State Zip Telephone Number

Approval \_\_\_\_\_ Date \_\_\_\_\_ Denial \_\_\_\_\_ Date \_\_\_\_\_