

# WSO is rehearsing  
upstairs in Auditorium from 12-2  
Should not interfere

7 SENIORS

# 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: \_\_\_\_\_ Date(s) of Building Use: Sat, October 7

Time(s) of Building Use: 12:00 - ~~3:00~~ 2:30 Time(s) of Activity: 1:00 - 2:30?  
1.5h (will come over after varsity UB finishes up)

Group or Organization Using Building: VB  
Reason for Building Use: Senior Night

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

### Requested Area(s):

Commons

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

Does Facility need to be opened?  Yes  No Time \_\_\_\_\_ AM-PM

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 \$ 60

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

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

### General Equipment needed:

Microphone(s) # \_\_\_\_\_ Podium \_\_\_\_\_ Tables # \_\_\_\_\_ Chairs # \_\_\_\_\_ DVD Player \_\_\_\_\_ TV \_\_\_\_\_ Projector \_\_\_\_\_  
Screen \_\_\_\_\_ Projector \_\_\_\_\_

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

List person(s) who will be in charge of this activity: \_\_\_\_\_  
\* 3 long tables in Mac? foyer  
Cafeteria style set up w/ 3 long tables for food service please.

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone Number \_\_\_\_\_

Approval \_\_\_\_\_ Date \_\_\_\_\_ Denial \_\_\_\_\_ Date \_\_\_\_\_  
Angie DuBay

Or, near main gym if it is open by then