

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: 9/4/2019 Date(s) of Building Use: 9/24/2019

Time(s) of Building Use: 11:15 a.m. – 2:15 p.m. Time(s) of Activity: 11:45 a.m. – 2:00 p.m.

Group or Organization Using Building: Wyoming Air National Guard

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 Distribution of Information

Requested Area(s):

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 For students

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 No

General Equipment needed:

Microphone(s) # _____ Podium _____ Tables # 1 Chairs # 2 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: SSgt. Jon Vallot 307-7570400