

~~Thurs, April 18th 6:00~~, Thurs, May 2nd 5:00

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: 3/22/19

Date(s) of Building Use: Thursdays - April 18th - May 2nd

Time(s) of Building Use: 4:30 setup

Time(s) of Activity: 5:00

Group or Organization Using Building: Boys Soccer

Reason for Building Use: Team Dinners

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):

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 \$

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 # 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: Room as is
Cafeteria tables
for seating
Three long tables
to serve food.

Address City State Zip

Telephone Number

Approval

Date

Denial

Date

Mana Antonovich