

Mon, Jan 27th / Tues, Jan 28th / Mon, Feb 3rd / Tues, Feb 4 / Mon, Feb 10th,
Thurs, Feb 13th / Mon, Feb 17th / Thurs, Feb 20th / Mon, March 2nd

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: 1/27/20

Date(s) of Building Use: 1/27, 1/28, 2/3, 2/4, 2/10, 2/13, 2/17, 2/20, 3/2

Time(s) of Building Use: _____

Time(s) of Activity: 8:15 - 9:15 pm

Group or Organization Using Building: Boys Soccer

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 _____

Requested Area(s):

Mac Gym
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:

Jon Miller

Coach Miller has

Address

City

State

Zip

Telephone Number

access

Approval

Date

Denial

Date