

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: 7/29/20 Date(s) of Building Use: 8/17-21, 8/24-27
Time(s) of Building Use: 3:00 pm – 5:00 pm Time(s) of Activity: 3:00 – 5:00
pm _____

Group or Organization Using Building: NCHS Cheerleading

Reason for Building Use:

Meeting(s)___ Banquet___ Dance___ Practice(s)X 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 X 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 X 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: Christina Baker

307-439-3180