

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: July 20, 2018 Date(s) of Building Use: Sept 5 – March 2019

Time(s) of Building Use: -6:00am – 7:30am Time(s) of Activity: 6 am – 7:30 M-Th

Group or Organization Using Building: NCHS Cheerleaders

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):

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 6 pm 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: Christina Baker

1074

Address

City

State

Zip

307-247-

Telephone Number