

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: 9/8/20 Date(s) of Building Use: Sept. 11, 2020 Friday
Time(s) of Building Use: 4:45-6pm Time(s) of Activity: 4:45-6

Group or Organization Using Building: NCHS Cheerleading

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 Team dinner

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 Commons

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) X at this activity? Yes X No___

General Equipment needed:

Microphone(s) #___ Podium___ Tables #___ Chairs #___ DVD Player___ TV___ Projector___

Screen___ Projector___

Cafeteria tables to eat
2 long tables to serve

Is special lighting and sound necessary for this function? Yes___ No___

List person(s) who will be in charge of this activity: _____ Christina

Baker _____ 307-439-3185

Please
thank you!