

Juice to sell - Root Beer floats @ BB Tourney

# NATRONA COUNTY HIGH SCHOOL

## BUILDING USE REQUEST FORM

Dec 6<sup>th</sup>  
6:30pm  
Dec 7<sup>th</sup>  
6:30pm  
Dec 8<sup>th</sup>  
8:00pm

Outside Groups: Please check in at the office upon your arrival (during school hours)

Date of Request: Dec. 4, 2018 Date(s) of Building Use: Dec. 6-8

Time(s) of Building Use: 6:30, 6:30, 2:00 Time(s) of Activity: \_\_\_\_\_  
Dec 6, Dec 7, Dec 8

Group or Organization Using Building: Student Council

### 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 Outside main gym on East

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\_\_\_ 1 table & 2 chairs

List person(s) who will be in charge of this activity: \_\_\_\_\_

B. Sanders

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone Number \_\_\_\_\_

Approval \_\_\_\_\_ Date \_\_\_\_\_ Denial \_\_\_\_\_ Date \_\_\_\_\_