

\* Family night rate - will be done + cleaned + out by 6:30 @ latest  
Wed evenings 5:00-6:30

# NATRONA COUNTY HIGH SCHOOL

## BUILDING USE REQUEST FORM

Outside Groups: Please check in at the office upon your arrival (during school hours) 10/28, 11/4,

Date of Request: 8/11/20 Date(s) of Building Use: 8/26, 9/2, 9/9, 9/16, 9/23, 9/30, 10/7, 10/14, 10/21

Time(s) of Building Use: 5:00 - 6:30 Time(s) of Activity: 5:00 - 6:30

Group or Organization Using Building: NC Volleyball

### 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 Pre-Game 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 Area normally lunch area

Does Facility need to be opened? Yes ☒ No ☐ Time ☐ AM-PM

Does Facility need to be locked after use? ☒ Yes ☐ No ☐ Time 6:30 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: Adrian Medane

930 S. Elm Casper WY 82601 307-259-5612  
Address City State Zip Telephone Number

Approval

Date

Denial

Date

Couple long  
tables for  
food service -  
Surge protectors  
for Crock pot  
plugs