

APPLICATION AND AGREEMENT FOR
USE OF SEVASTOPOL PUBLIC SCHOOL FACILITIES

Please submit to the District Office (4550 Highway 57, Sturgeon Bay, WI 54235)

DATE OF APPLICATION: 1/31/19

APPLICANT'S NAME: Adam Bauer

SPONSORING ORGANIZATION: High School

ACTIVITIES PLANNED (Be Specific and Detailed):
Extra classroom is needed for final exam implementation.

DATE(S) REQUESTED: January 16 and 17
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: MP room

STARTING TIME TO SETUP: 8:00 TIME DOORS OPEN FOR PUBLIC: 8:05

TIME EVENT ENDS: 3:12 TIME CLEANUP IS FINISHED AND DOORS LOCKED: 3:12

TOTAL HOURS: _____ FEE:\$ _____

ESTIMATED ATTENDANCE: 20

LIST EQUIPMENT NEEDED:		DISTRICT WILL PROVIDE:
<u>Tables chairs for 20</u>	Yes <input checked="" type="checkbox"/>	No _____
_____	Yes _____	No _____
_____	Yes _____	No _____

In signing this application, the applicant agrees to be bound by the terms and conditions attached hereto which are made a part hereof.

NOTE: Please note that if a school-sponsored activity needs to be scheduled on the date(s) you have requested facility usage, the school-sponsored activity will take precedence and your activity will need to be relocated or rescheduled. We will do our best to accommodate you if this situation arises.

IF YOUR EVENT/ACTIVITY CANCELS, PLEASE NOTIFY THE DISTRICT OFFICE. (920-743-6282 EXT 101)

SIGNATURE OF APPLICANT: Adam Bauer

ADDRESS _____

PHONE NUMBER(S) _____

APPLICATION: APPROVED 2 DENIED _____

SUPERINTENDENT'S SIGNATURE [Signature] DATE: 1/4/19

For School Use Only	
Date Received in District Office <u>1-4-19</u> <u>[Signature]</u>	<u>1/4</u> <u>8:18</u>
Maintenance — Total Labor Hours = _____	
Food Service — Total Labor Hours = _____	
Materials/Supplies Used & Cost: = _____	