

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: March 12, 2019  
APPLICANT'S NAME: Beth Rikkola  
SPONSORING ORGANIZATION: MS Girls Basketball  
ACTIVITIES PLANNED (Be Specific and Detailed):

Use cafeteria to eat - don't need Kitchen or  
any supplies, just need tables to sit on!

DATE(S) REQUESTED: Saturday, March 16  
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: Cafeteria

STARTING TIME TO SETUP: 4:30 TIME DOORS OPEN FOR PUBLIC: 5:00

TIME EVENT ENDS: 7:00 TIME CLEANUP IS FINISHED AND DOORS LOCKED: 7:30

TOTAL HOURS: 3 FEE: \$ 0

ESTIMATED ATTENDANCE: 30

LIST EQUIPMENT NEEDED: None DISTRICT WILL PROVIDE:  
Yes \_\_\_\_\_ 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: Beth Rikkola

ADDRESS 808 Hickory St. Sturgeon Bay, WI 54235

PHONE NUMBER(S) (920) 493-4090

APPLICATION: APPROVED [Signature] DENIED \_\_\_\_\_  
SUPERINTENDENT'S SIGNATURE [Signature] DATE: 3/15/19

Date Received in District Office 3-13-19 jc For School Use Only

3-13 2:38

Maintenance — Total Labor Hours = \_\_\_\_\_  
Food Service — Total Labor Hours = \_\_\_\_\_  
Materials/Supplies Used & Cost: = \_\_\_\_\_