

APPLICATION AND AGREEMENT FOR
USE OF SEVASTOPOLE PUBLIC SCHOOL FACILITIES

Sunday Nov. 17th
4:00 - 7:30pm

Please submit (a minimum one week notice) to the District Office (4550 Highway 57, Sturgeon Bay, WI 54235)

DATE OF APPLICATION: Oct. 31st 19'
APPLICANT'S NAME: Ronald E. Frank
SPONSORING ORGANIZATION: H.S. FOOTBALL
ACTIVITIES PLANNED (Be Specific and Detailed):

H.S. FOOTBALL Banquet with parents/players.

DATE(S) REQUESTED: Sunday Nov. 17th (19')
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: CA Peteria / Kitchen

STARTING TIME TO SETUP: 4:00 EVENT BEGINS AT: 5:00

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

TOTAL HOURS: 3 1/2 FEE: \$ -

ESTIMATED ATTENDANCE: 75-100

DO YOU NEED AN ADMINISTRATOR PRESENT FOR THE EVENT? IF SO, IS ONE AVAILABLE?

LIST EQUIPMENT NEEDED:	Yes	DISTRICT WILL PROVIDE:	No
<u>Tables / Kitchen</u>	_____	_____	_____
<u>Silverware, Snak</u>	_____	_____	_____
	Yes		No

IF FURTHER SET UP IS NEEDED PLEASE EMAIL ROCH LAUTENBACH THE DETAILS
(rlautenbach@sevastopol.k12.wi.us)

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 1101)

SIGNATURE OF APPLICANT: Ronald E. Frank 10-31-19

ADDRESS 5904 Cedar Creek Pl.

PHONE NUMBER(S) 559-8282

APPLICATION: APPROVED 2 DENIED _____

SUPERINTENDENT'S SIGNATURE [Signature] DATE: 11/7/19

For School Use Only	
Date Received in District Office	<u>11-6-19</u> <u>gc</u>
Maintenance — Total Labor Hours =	_____
Food Service — Total Labor Hours =	_____
Materials/Supplies Used & Cost: =	_____

11/6
8:32