

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: 8-28-19
APPLICANT'S NAME: Lynn R. Kotte
SPONSORING ORGANIZATION: 8th grade
ACTIVITIES PLANNED (Be Specific and Detailed):

Fall Dance

DATE(S) REQUESTED: NOV 22ND
~~Oct 25th~~ 2019
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: ~~At~~ Multipurpose room

STARTING TIME TO SETUP: 3:00pm TIME DOORS OPEN FOR PUBLIC: 7pm
TIME EVENT ENDS: 9:00 TIME CLEANUP IS FINISHED AND DOORS LOCKED: 9:30

TOTAL HOURS: 6 1/2 FEE: \$ —

ESTIMATED ATTENDANCE: up to 80

LIST EQUIPMENT NEEDED:	Yes	No	DISTRICT WILL PROVIDE:	Yes	No
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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: Lynn R Kotte

ADDRESS Sevastopol School

PHONE NUMBER(S) (309) 830-2468

APPLICATION: APPROVED 2 DENIED
SUPERINTENDENT'S SIGNATURE [Signature] DATE: 9/6/19

Date Received in District Office 9-4-19 gc For School Use Only

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

9/4 9:51