

APPLICATION AND AGREEMENT FOR
USE OF SEVASTOPOL PUBLIC SCHOOL FACILITIES

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

DATE OF APPLICATION: 9/27/19

APPLICANT'S NAME: Lindsay de Young & Ron Frank

SPONSORING ORGANIZATION: High School Football

ACTIVITIES PLANNED (Be Specific and Detailed):

Team Dinner

DATE(S) REQUESTED: October 3rd and October 17th
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: cafeteria

STARTING TIME TO SETUP: 4:30pm EVENT BEGINS AT: 5:30pm

TIME EVENT ENDS: 6:30pm TIME CLEANUP IS FINISHED AND DOORS LOCKED: 6:30 pm

TOTAL HOURS: 2 FEE: \$

ESTIMATED ATTENDANCE: 25

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

LIST EQUIPMENT NEEDED:

DISTRICT WILL PROVIDE:

_____	Yes _____	No _____
_____	Yes _____	No _____
_____	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: Lindsay de Young

ADDRESS _____

PHONE NUMBER(S) _____

APPLICATION: APPROVED 2 DENIED _____

SUPERINTENDENT'S SIGNATURE [Signature] DATE: 10/2/19

Date Received in District Office 9-30-19 [Signature] For School Use Only

Maintenance — Total Labor Hours = _____

Food Service — Total Labor Hours = _____

Materials/Supplies Used & Cost: = _____