

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: 7-22-19  
APPLICANT'S NAME: Renee McAllister  
SPONSORING ORGANIZATION: Miller Art Museum  
ACTIVITIES PLANNED (Be Specific and Detailed): \_\_\_\_\_

DATE(S) REQUESTED: Sept. 30, 2019 - Monday Night  
(The earliest events will be considered for scheduling is three months prior to the requested date)

FACILITY (IES) REQUESTED: Front parking lot

STARTING TIME TO SETUP: 4:30 pm TIME DOORS OPEN FOR PUBLIC: No need

TIME EVENT ENDS: 8:00pm TIME CLEANUP IS FINISHED AND DOORS LOCKED: \_\_\_\_\_

TOTAL HOURS: 3.5 FEE: \$ \_\_\_\_\_

ESTIMATED ATTENDANCE: 75

LIST EQUIPMENT NEEDED:		DISTRICT WILL PROVIDE:
<u>None</u>	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: Renee McAllister

ADDRESS 1010 N. 5th Ave.

PHONE NUMBER(S) 920-743-6258

APPLICATION: APPROVED [Signature] DENIED \_\_\_\_\_  
SUPERINTENDENT'S SIGNATURE [Signature] DATE: 7/30/19

Date Received in District Office <u>7-23-19</u> <i>gc</i>	<i>For School Use Only</i>	<u>7/23</u>
Maintenance — Total Labor Hours = _____		<u>1:49</u>
Food Service — Total Labor Hours = _____		
Materials/Supplies Used & Cost: = _____		