



BUILDING USE FORM FOR IN-SCHOOL ACTIVITIES

Today's Date _____

This form is to be filled out for Adult Ed, school assemblies, awards, use of groups practicing for upcoming events, athletics, etc.

The main purpose of this form is to have custodians & sound technician aware of the needs of facilities so that they are in "ready" condition and available for clean-up if needed.

Application on behalf of: _____

Building or Area requested: _____

Sound System Requirements: _____

On (Date) _____ (Time) _____

Person requesting use: _____

Approved _____
AD or Area Supervisor/Teacher Date

Area Principal

Superintendent

Maintenance Supervisor

Approved copy to Custodians _____ YES _____ NO

Approved copy to Sound Technician _____ YES _____ NO