

Boscobel High School
300 Brindley Street
Boscobel WI 53805

Building Use Request

Please Read Attached Policy 7510

Phone: 608-375-4161

Fax: 608-375-2640

Section 1

Name of Organization: Boys Basketball Date: Nov. 18, 19

Person Responsible: Susan Beck + Penny Schimpf Phone: 872-2334

Address: 23820 N. Irish Ridge Rd.

Room/Facility Requested: Bulldog Cafe Type of Activity: Team Dinner

Date Needed: Jan. 21, 20 Time: 3:20 PM to 5:00 PM

(Include set up time and tear down time if applicable) NOTE: A custodian will be required for all building use requests.

List all equipment needed (Bleachers, chairs, etc.):

Tables + chairs for kids to eat at.
2 white tables for food + drink

Will your organization sell concessions? NO
Will your organization charge admission or take up a collection? NO
Have arrangements been made for proper security? NO

Section 2

I acknowledge that I have received a copy of policy 7510-Use of District Facilities and will abide by its content.

Susan Beck _____ Date: 11-18-19
Signature of Building Use Requestor

[Signature] _____ Date: 11-18-19
Signature of Building Administrator

[Signature] _____ Date: 11-18-19
Signature of Athletic Director

Signature of District Administrator Date

Section 3 - Billing

_____ Building Use Fee _____ Custodian/Cafeteria Worker _____ Other _____ No Charge
(Prepaid) (Billed After Event) (Specify)

Section 4 - This section will be completed after the date of your activity and mailed to you for billing purposes, if applicable.

Prepaid Building Use Fee: _____ = \$ _____
Custodian/Cafeteria Worker Name: _____ Hours X \$ _____ per hour = \$ _____
Other Charges: _____ = \$ _____
Total Amount Due: _____ = \$ _____
Please make checks payable to Boscobel Area Schools