

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: 2-19-20

Person Responsible: Kari Brown

Phone: 485-~~0000~~ 2325

Address: _____

Room/Facility Requested: Cafeteria Type of Activity: pre-game meal

Date Needed: 2-21-19 Time: 3:30 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 and chairs

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.

Mark L. Dault
Signature of Building Use Requestor

2-19-20
Date

Signature of Building Administrator

Date

Signature of Athletic Director

Date

Signature of District Administrator

Date

Section 3 – Billing

Building Use Fee
(Prepaid)

Custodian/Cafeteria Worker
(Billed After Event)

Other
(Specify)

No Charge

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