

Boscobel High School
300 Brindely Street
Boscobel WI 53805

Building Use Request

Please Read Attached Policy 7510

Phone: 608-375-4161
Fax: 608-375-264

Section 1

Name of Organization: Boscobel Youth Girls Basketball Club Date: 10-22-18

Person Responsible: Jason Hill and/or Penny Grassel Phone: 608-485-1572

Address: 300 Brindley Street, Boscobel, WI 53805

Room/Facility Requested: Big Gym Type of Activity: Skills & Drills

Date Needed: See Attached Time: 8:00 AM to 10:30 AM

(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.):
All baskets down - Gym Floor Mopped -

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.

[Signature] Signature of Building Use Requestor Date: 10-31-18

[Signature] Signature of Building Administrator/Athletic Director Date: 10-31-18

Signature of Maintenance/Custodial Date: _____

Board Approval (if applicable) 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