

**WILSON AREA SCHOOL DISTRICT
APPLICATION FOR USE OF SCHOOL FACILITIES**

(Application must be filed with building principal at least 30 days in advance)

PLEASE PRINT AND PRESS FORCEFULLY – YOU ARE WRITING MULTIPLE COPIES

All regulations/stipulations as per Use of Facilities Policy (attached) apply. Any misuse or damage will result in additional charges and denial of future requests.

DISTRICT EVENTS HAVE PRIORITY ON ALL USE OF FACILITIES IF A SCHEDULE CONFLICT OCCURS

Name of Organization _____ Date of Application _____

Name of Lessee _____

Title _____

Address _____

Phone No. Day _____ Evening: _____

Facility Requested: _____

Day/Dates Requested (please be specific) _____

Time Requested (specify start and end time) _____

Purpose for use of facility _____

Special Instructions/Notes: _____

Equipment Use Requested – Check all that apply
scoreboard _____ sound system _____ other (please specify) _____
lighting system _____ kitchen equipment _____

Anticipated No. of Attendees: _____

Signature of Lessee

Approved _____
Principal/Date

Superintendent/Date
or
Business Manager

Those fees marked "X" apply:

Rental _____
Custodial _____
Technical Supervisor _____
Technical Crew _____
Equipment Operator _____
Other _____

White Copy – Lessee

Canary Copy – Building Principal

Pink Copy – Business Office