



# SCHOOL DISTRICT OF TIGERTON

213 Spaulding St, Tigerton WI 54486  
(715) 535-4000 Fax (715) 535-4010

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## REQUEST FOR USE OF SCHOOL BUILDINGS AND PROPERTIES

School Facility Requested \_\_\_\_\_

Facility Requested: **Please place a check mark next to facilities you are requesting.**

**MIDDLE/HIGH SCHOOL**

- \_\_\_ Classroom
- \_\_\_ Gymnasium
- \_\_\_ Library
- \_\_\_ Kitchen
- \_\_\_ Cafeteria
- \_\_\_ Commons
- \_\_\_ Concession stand
- \_\_\_ Stage/Old Commons
- \_\_\_ Board Room
- \_\_\_ Other \_\_\_\_\_

**ELEMENTARY**

- \_\_\_ Classroom
- \_\_\_ Gymnasium
- \_\_\_ Library
- \_\_\_ Kitchen
- \_\_\_ Other \_\_\_\_\_

**SCHOOL FOREST**

- \_\_\_ Building

Name of Group/Individual Making Request \_\_\_\_\_

Contact Phone # \_\_\_\_\_

Purpose of Function \_\_\_\_\_

Will admission be charged? \_\_\_\_\_ If yes, what is the cost of admission? \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_

Approximate Number of Attendees \_\_\_\_\_

Additional Requests or Comments \_\_\_\_\_

IT IS UNDERSTOOD that the residents using the building shall adhere to the policies relating to the use of school buildings and property. It is also understood that the residents using the building agree to restore to original condition any unwarranted destruction of the property and that a fee will be paid, if required, equal to the extra costs as detailed in the building policies.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
District Administrator approval

\_\_\_\_\_  
Date