**Holden R-III Facility Request Form**

Please view the school calendar at <http://holdenschools.org/calendar> to check availability prior to submitting your request to the Activities Director.

**Note:** An organization and/or individual applying to use district facilities will need to sign an **Agreement for Use of Facility:** <http://goo.gl/jz13Nv> Fax Agreement to: 816-732-4142. If you have questions regarding facility use, please contact the Holden High School Office, 1901 S. Main, Holden, MO 64040; Phone: 816-732-5523.

Requestor Name: Andy Weldon

Requestor Email Address: [aweldon@holdenschools.org](mailto:aweldon@holdenschools.org)

Event Title: Football Game

Date of Event: 9/11/20 Number Attending: 50

If recurring, please list: Frequency: Last Date of Event:

Start Time of Event: 7pm End Time of Event: 10pm

Set Up Begin Time: After school Breakdown End Time: After game

Technology Services: Projector Mic

Laptop Speakers

Screen Other:

Custodial Services: Bleachers Stage Setup

Climate Control Lunch Tables

Event Set up / Breakdown Other:

Location: **Elementary Middle School High School**

Gym Gym Gym

Library Library Library

K-2 Cafeteria Cafeteria Cafeteria

3-5 Cafeteria Conference Room Multipurpose Room

Other: Other: X Other: Stadium

Additional information that may be helpful:

I need 40 metal folding chairs taken to the southwest corner of the track for the football game. The band will be seated there instead of our bleachers. If you just want to make 4 rows of 10, lined up inside the lines of the track, around the 30 yard line. That should be outside the main bleachers, in front of where we normally sit. Let me know if you have questions.