

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: Ben Kijer

Requestor Email Address: b.kijer@holdenschools.org

Event Title: Girls Basketball Banquet

Date of Event: 3-30-2020 Number Attending: 50

If recurring, please list: Frequency: _____ Last Date of Event: 3-30-2020

Start Time of Event: 6:30 End Time of Event: 8:00

Set Up Begin Time: 5:30 Breakdown End Time: _____

Technology Services: Projector Mic
 Laptop Speakers
 Screen Other: None

Custodial Services: Bleachers Stage Setup
 Climate Control Lunch Tables
 Event Set up / Breakdown Other: Tables setup in cafeteria

Location:	<u>Elementary</u>	<u>Middle School</u>	<u>High School</u>
<input type="checkbox"/> Gym	<input type="checkbox"/> Gym	<input type="checkbox"/> Gym	<input type="checkbox"/> Gym
<input type="checkbox"/> Library	<input type="checkbox"/> Library	<input type="checkbox"/> Library	<input type="checkbox"/> Library
<input type="checkbox"/> K-2 Cafeteria	<input type="checkbox"/> Cafeteria	<input checked="" type="checkbox"/> Cafeteria	<input type="checkbox"/> Cafeteria
<input type="checkbox"/> 3-5 Cafeteria	<input type="checkbox"/> Conference Room	<input type="checkbox"/> Conference Room	<input type="checkbox"/> Multipurpose Room
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____

Additional information that may be helpful: