

Renita Dougherty

From: Vicky Birkle
Sent: Wednesday, February 19, 2020 2:52 PM
To: Renita Dougherty
Subject: Preschool Activity 1-3 year olds

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: Vicky Birkle

Requestor Email Address: vbirkle@holdenschools.org

Event Title: Preschool 1-3 year olds Activity Day

Date of Event: 2-29-20 Number Attending: 20

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

Start Time of Event: 10:30 AM End Time of Event: 11:30 AM

Set Up Begin Time: 9:30 AM Breakdown End Time: 12:00 pm

Technology Services: Projector Mic
Laptop Speakers
Screen Other:

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

Location:	<u>Elementary</u>	<u>Middle School</u>	<u>High School</u>
	Gym	Gym	Gym
	Library	Library	Library
	K-2 Cafeteria	Cafeteria	Cafeteria
	3-5 Cafeteria	Conference Room	Multipurpose Room
X	Other: Eagles Nest	Other:	Other:

Additional information that may be helpful: