

# BUILDING USE AGREEMENT

Submit to the Athletic/Activities Director first for Approval

I. Name of Organization:

Description of the activity:

II. Contact Person:

III. Date of activity:

IV. Beginning and ending time:

V. Section of building used:

VI. Equipment needed (chairs, tables, etc.)

VII. Approximate number of people expected:

VIII. Additional information:

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I agree to see that this group understands and complies with the established policies on use of the Bureau Valley High School facility.

Date: \_\_\_\_\_

Sponsor, Chairperson, or Leader: \_\_\_\_\_

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For Office Use Only

Approved    Denied

Athletic/Activities Director Signature: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_

CC: AD: \_\_\_\_ Secretary: \_\_\_\_ Custodian: \_\_\_\_