



APPLICATION FOR USE OF SCHOOL DISTRICT PROPERTY INTERNAL USE FORM



Additional form required for the use of Kulp Auditorium and Joe Moresco Stadium and Bredbrenner Field.

Date Request Submitted: 9/29/17

The members of (specify group) Link crew request the permission be granted for the use of (specify location) Activities in accordance with the rules and regulations of the Ithaca City School District for the purpose of Freshman Breakfast.

Contact Person: MNew/Isabel Gephardt Phone Number: 315-447-0608 Email: mnew@icsd.1417.ny.us

ALL BUILDINGS WILL BE LOCKED BEFORE AND AFTER THE REQUESTD STARTED AND END TIMES. PLEASE ALLOW YOURSELF ENOUGH TIME TO SET-UP AND CLEAN UP THE SPACE REQUESTED.

Dates Requested: 10/6/17 (Must be 30 days prior to event) Estimated Number of Attendees: 200

Time Requested: Start: 8:00 End: 8:50

Time of Event: Start: 8:15 End: 8:50

Will you require custodial staff: ☐ Yes ☒ No

Please list any furniture you will need. Be specific and give diagrams for all set ups.

2 trash cans

Will you require kitchen use? ☐ Yes ☒ No

Will you require additional personnel services? ☒ Yes ☐ No

If yes, please specify: Bathrooms open

Name of person who is certified in AED equipment and will be providing services at your event: _____

Signature of Applicant: Isabel Gephardt

Date: 9/29/17

Office Use Only

Received by: _____

Administrator: _____

Head Custodian: _____

Food Services Dir.: _____

RECEIVED
SEP 29 2017

BY: BRD

ENTERED
9/29/17

