



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: 10/10/17

The members of (specify group) Brain Team request the permission be granted for the use of
(specify location) See back in accordance with the rules and regulations of the
Ithaca City School District for the purpose of Brainbusters Fall tournament

Contact Person: Ben Kirk Phone Number: (607) 329-6005 Email: bkirk@icsd.k12.ny.us

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

Dates Requested: 11/11 (Must be 30 days prior to event) Estimated Number of Attendees: 250 150

Time Requested: Start: 6:30am End: 7:00pm

Time of Event: Start: 8:00am End: 6:00pm

Will you require custodial staff: ☒ Yes ☐ No

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

Long tables in cafeteria (4) for food service, 1 long table in G/K hallway

Will you require kitchen use? ☐ Yes ☒ No

Will you require additional personnel services? ☐ Yes ☒ No

If yes, please specify: _____

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

Signature of Applicant: _____

Date: 10/10/17

Office Use Only

Received by: _____

Administrator: _____

Head Custodian: _____

Food Services Dir.: _____

RECEIVED
OCT 10 2017

BY: BLP



ENTERED
10/11/17

Rooms Requested

York Lecture Hall

Cafeteria

G102	G212	GK101
G103	G213	K101
G106	G216	K102
G107	G220	K104
G108	G203	K123
G110	G204	K120
G111	G205	
G113	G208	
G115	G209	
G116		

