

Recd 1/17/17

STMEA Fall Music Festival

DINNER FRI., 11/17/17



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: JANUARY 6, 2017

The members of (specify group) ICSD MUSIC DEPARTMENT request the permission be granted for the use of (specify location) IHS Cafeteria and KITCHEN in accordance with the rules and regulations of the Ithaca City School District for the purpose of

Contact Person: Michael ALLEN (607) 277-6381 Email: didyoupracticetoday@gmail.com

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.

(Friday) 11/17/17

Dates Requested: (Must be 30 days prior to event) Estimated Number of Attendees: 205

Time Requested: Start: 4:00pm End: 7:00

Time of Event: Start: 5:00 End: 6:30 p.m.

Will you require custodial staff? ☒ Yes ☐ No

Clean-up after dinner

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

Will you require kitchen use? ☒ Yes ☐ No

Will you require additional personnel services? ☒ Yes ☐ No

If yes, please specify: Kitchen staff to prepare/serve dinner

Name of person who is certified in AED equipment and will be providing services at your event:
Michael W. Allen

Signature of Applicant: [Signature] Date: 1/6/17

Office Use Only

Received by: _____
Administrator: [Signature] Jeff Tomasik 1/6/17
Head Custodian: _____
Food Services Dir.: _____