



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: 9/14/2017

The members of (specify group) LATIN CLUB at IHS request the permission be granted for the use of
(specify location) room K 17 at IHS in accordance with the rules and regulations of the
Ithaca City School District for the purpose of after school Latin club.

Contact Person: Suzanne NUSSBAUM Phone Number: 274-2189 or 277-6112 (home) Email: snussbau@icsd.k12.ny.

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: MONDAYS (Must be 30 days prior to event) Estimated Number of Attendees: 3-10
from 9/18/2017

Time Requested: Start: 3:35 End: 4:30

Time of Event: Start: _____ End: _____

Will you require custodial staff: ☐ Yes ☒ No

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

Ordinary classroom
set up is fine.

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: _____

KIM BAILEY

Signature of Applicant: Suzanne Nussbaum

Date: 9/14/2017

Office Use Only

Received by: _____

Administrator: _____

Head Custodian: _____

Food Services Dir.: _____

RECEIVED
SEP 15 2017
BY: BBP

ENTERED
9/20/17

