

Kermit Independent School District

Master Calendar Event

This form is to be submitted to the Superintendent of Schools at least six days prior to the scheduled event for approval.

DATE OF REQUEST _____ CAMPUS _____

PERSON SUBMITTING REQUEST _____

EVENT _____

HEATING/COOLING REQUIRED: YES _____ NO _____

LOCATION DATE BEGIN TIME END TIME

EVENT CANCELLED _____

EVENT CHANGED TO _____

SPORTING EVENT SCHEDULES MUST BE ATTACHED TO THIS FORM

APPROVED BY _____

Administrator

APPROVAL OF SUPERINTENDENT _____

DATE _____