School District of Bangor
Facility Use Request
(form available online at: www.bangor.k12.wi.us)
(online calendar and requests accepted at: http://bangorwius.tandemcal.com)

Date Submitted: _____________________

Name of Event: ____________________________________________ Group: _______________________

Event Description:

Date(s) of use        Start Time        End Time        Location/Facility

________________________________________________________

________________________________________________________

________________________________________________________

________________________________________________________

Special Needs/Set Up:

Name of Person(s) Requesting: ____________________________________________________________

Address: ________________________________________________________________

________________________________________________________

Phone: ____________________________ (H / C / W) ____________________________ (H / C / W)

Email: ________________________________________________________________

Person(s) in charge and responsible for the proper use of the facility and the proper behavior of the
attendees (if different than above): _______________________________________________________

Keys Checked Out?  □ NO    □ YES   Key #: __________________________

Signature: ________________________________________________________________

(Donations accepted – some fees may apply)

NOTE: If school is cancelled on a given day due to weather concerns, ALL school AND non-school activities are cancelled.

Building Administrator’s Action: Approved    □    Rejected    □

Signature: ____________________________     Date: ____________________________