



Lincolnshire-Prairie View School District 103  
 1370 Riverwoods Road  
 Lincolnshire, IL 60069  
 847-295-4030  
 847-295-9196 Fax

**APPLICATION - USE OF SCHOOL FACILITIES**

NAME OF ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

DATE(S) OF ACTIVITY: \_\_\_\_\_

ACTIVITY: \_\_\_\_\_

ATTENDANCE: \_\_\_\_\_ SUPERVISOR: \_\_\_\_\_

CHARGE (IF ANY): \_\_\_\_\_

PROCEEDS USED FOR: \_\_\_\_\_

- BUILDINGS:
- Laura Sprague
  - Half Day School
  - Daniel Wright Jr. High School

- Cafeteria
- Multipurpose Room
- Clsrm Rm TBD
- 
- Conference Room
- Library

EQUIPMENT: \_\_\_\_\_

TIME BUILDING IS TO BE OPEN: \_\_\_\_\_

TIME ACTIVITY BEGINS: \_\_\_\_\_ TIME ACTIVITY ENDS: \_\_\_\_\_

TOTAL HOURS USED: \_\_\_\_\_

NAME OF AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

ADDRESS same as above \_\_\_\_\_

HOME PHONE: same as above BUSINESS/CELL PHONE/EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

\*\*By signing this application I/we agree with the rules and regulations regarding use of school facilities.

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- This application is approved as scheduled.
- This application is denied. \_\_\_\_\_

\_\_\_\_\_  
 Superintendent or Asst. Superintendent for Business Date

- RETURN TO ADMINISTRATIVE OFFICES -

\*(GYMNASIUMS - NO FOOD OR DRINK-GYM SHOES)