LAKEVIEW PUBLIC SCHOOLS
27575 Harper Avenue, St. Clair Shores, MI 48081
(586) 445-4000, ext. 2504

FACILITY USE FORM

Contact Person: , Dave Lavender Phone:
Address: Email:
Organization: Jefferson Middle School Number Attending:
Activity: Awards Ceremony
Event Date: 6/11/19 Event Time (start/end): 8:00 - 2:30

FACILITY TO BE USED:

			COST
Athletics-Princeton:		Baseball Field ☐	
Athletics-JMS:		Football Field ☐ Softball Field ☐ Tennis Courts ☐	
Athletics-LHS:		Football Field ☐ Track ☐	
Auditorium-LHS:		Dressing Room(s) ☐ Lobby ☒ Stage ☒	
Cafeteria:	SELECT BLDG	For LHS specify: Large ☐ Small ☐ Both ☐	
Classroom(s):	SELECT BLDG	YES ☐ NO ☐ Room Numbers Requested:	
Custodian:*	SELECT BLDG	YES ☐ NO ☐ Time Needed (start/end):	
Gym Facilities:	SELECT BLDG	For LHS specify: Auxiliary Gym ☐ Main Gym ☐ Pool ☐	
Locker Rooms-JMS:		Female PE ☐ Male PE ☐	
Locker Rooms-LHS:		Female PE ☐ Male PE ☐ Female Varsity ☐ Male Varsity ☐	
Media Center:	SELECT BLDG	YES ☐ NO ☐	
Music-JMS:		Band/Orchestra Room ☐	
Music-LHS:		Band/Orchestra Room ☐ Choir Room ☐	
Room 111 (A19)-LHS:		YES ☐ NO ☐	
		TOTAL COST	

Please list any equipment or special accommodations that are needed for this activity:
Podium, 2 tables, 4 chairs, microphone

Responsible Person Signature: Date: 5/18/18

Principal Signature: Date:

*Custodial Services include clean-up; Custodian on-duty and/or after hours phone number is 586-634-5089.

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Organization: Jefferson Middle School Number Attending:
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			COST
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Music-LHS:		Band/Orchestra Room ☐ Choir Room ☐	
Room 111 (A19)-LHS:		YES ☐ NO ☐	

TOTAL COST

Please list any equipment or special accommodations that are needed for this activity:
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Responsible Person Signature: Date: 5/18/18

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