



North Allegheny School District Building/Facility Use Permit

The Sponsor or Person
in Charge is required
to be on-site at all
times.

Please Print

Organization Name: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

On Site Contact : _____ Activity: _____

Billing Information

Name: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email: _____ Cell Phone: _____

Building Requested

- | <u>Elementary</u> | | <u>Middle</u> | <u>Secondary</u> | <u>Other</u> |
|---|-----------------------------------|-----------------------------------|---------------------------------------|--|
| ☐ Hosack | ☐ McKnight | ☐ Carson | ☐ Intermediate | ☐ Baierl Center |
| ☐ Franklin | ☐ Peebles | ☐ Ingomar | ☐ High School | |
| ☐ Ingomar | ☐ Marshall | ☐ Marshall | | |
| ☐ Bradford Woods | | | | |

*** Please list actual usage time of the building/facility, not just performance times, meeting time, etc.
Include enough time for setups and cleanup. Doors will only be open at times listed below.

Facility /Room	Dates	Day of Week	From Time	To Time	Admission
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

List any additional dates on a separate sheet of paper and attach it to this application

of Chairs: _____ # of Attendees: _____ Kitchen Access: _____

☐ PA System ☐ Stage Crew ☐ Stage Lights ☐ Lectern

☐ Other – Please list _____

Permit Denied – Reason Listed

Approvals: Signatures Required

Building Principal:	Required for Building Use	Date
Athletic Director:	Required for Gymnasium Use	Date
Stage Manager:	Required for Auditorium Use	Date
Food Service Manager:	Required for Kitchen Use	Date
Director of Facilities:	Required for all Permits	Date