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WALLA WALLA HIGH SCHOOL FACILITY USE REQUEST FORM

-Use this form only for Events Requiring SchoolDude Facilities

Approval-
 (For Wa-Hi Staff Use)

Please fill out the request form completely, save the file, and email the request form to wahievents@wwps.org

Event Title		Contact Person	
Facility/Room Requested		Contact Phone #	
Event Start Date		Event End Date	
Event Start Time		Event End Time	
Setup Start Time		Breakdown End Time	
Is this a recurring event? If so, list other dates with the same setup times and needs.			
Anticipated Attendance at this event			
Please describe any special instructions, requests, or equipment required for this event:			
	Athletic Fields		
	Audio/Visual		
	Climate Control/HVAC		
	Computer Technology		
	Custodial		
	Food Service		
	Music Equipment		
	P/A System		
	Performance Lights & Sound		
	Other Needs		