

# FOR WIMBERLEY ISD USE ONLY

OFFICE	APPROVED	DISAPPROVED	SIGNATURE	DATE
Principal	<input type="radio"/>	<input type="radio"/>	_____	_____
Maintenance Supervisor	<input type="radio"/>	<input type="radio"/>	_____	_____
Custodial Supervisor	<input type="radio"/>	<input type="radio"/>	_____	_____
Food Service Manager	<input type="radio"/>	<input type="radio"/>	_____	_____
Assistant Superintendent	<input type="radio"/>	<input type="radio"/>	_____	_____
Theater Director	<input type="radio"/>	<input type="radio"/>	_____	_____
Athletic Director	<input type="radio"/>	<input type="radio"/>	_____	_____

Insurance requirements satisfied  
 yes     no

**EXPENSES**

- 1. Building Use Fee required     yes     no                      Fee: \_\_\_\_\_
- 2. Custodian required             yes     no                      Fee: \_\_\_\_\_
- 3. \$50.00 Deposit (Refundable)  yes     no

Check the items you will need and indicate the quantity required.  
 Contact Freddie Jordan for room set up.

- Chair(s)                      \_\_\_\_\_
- Table(s)                        \_\_\_\_\_
- Room(s)                         \_\_\_\_\_
- PA system                      \_\_\_\_\_
- Podium(s)                      \_\_\_\_\_
- Other                             \_\_\_\_\_

- 4. Food service required.     yes     no                      Fee: \_\_\_\_\_  
 Food service(s) employee assigned  
 (make check payable to WISD)
- 5. Miscellaneous required.     yes     no                      Fee: \_\_\_\_\_  
 Name(s) assigned (make  
 check payable to WISD)
- 6. Theater Use required.         yes     no                      Fee: \_\_\_\_\_  
 \$100 for theater use, \$75 for lights.  
 Additional fee for adjusting  
 lights and/or technical support