

School District No.48 (Howe Sound) - Facilities & Services

Booking Request Form

Today's Date \_\_\_\_\_

User Group \_\_\_\_\_

Contact/Supervisor \_\_\_\_\_

Address \_\_\_\_\_

\*\* new postal code? \_\_\_\_\_

Email address \_\_\_\_\_

Contact numbers Home \_\_\_\_\_

Work \_\_\_\_\_

Cellular \_\_\_\_\_

Fax \_\_\_\_\_

School requested 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Facility (gym,mpr.,etc) \_\_\_\_\_

Day of week 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Time (on the hour) 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Start/finish dates \_\_\_\_\_

Notes (equipment needs etc.) \_\_\_\_\_