



Event Request Application

OFFICE USE ONLY
Control Number:
Date Received:

ATHLETIC EVENTS

Judy Campbell jcampbel@garlandisd.net (gyms)
Sam McElroy crmcelro@garlandisd.net (turf fields and track)
Athletics Main Number: 972-494-8588 phone
972-494-8567 fax

INDOOR AND NON-ATHLETIC EVENTS

Deb Bosco ddbosco@garlandisd.net
972-487-4221 phone
972-494-8437 fax

Athletic event approved by: Date Approved: Date

REQUIREMENT: Application must be received in the leasing office 30 days prior to first event date.

Group: Name of Organization

Website:

Contact Person's Name: E-mail Address:
Contact Person Must Be Present for Each Event

Phone: (Work) (Home) (Fax)
(Cell) (Page) (Other)

Contact Person's Address:

City, State, Zip:

Campus Requested:

Request Status: New Add Change Cancel

Table with 8 columns: DATE, ENTRY TIME, EVENT START TIME, EVENT END TIME, EXIT TIME, ESTIMATED ATTENDANCE, EVENT DESCRIPTION, AREA(S) IN BUILDING. Includes an example row for 9/25/2016.

(Use additional pages, if needed)

Heat/air-conditioning requested? Yes No NOTE: Additional fees may apply.
If leasing an auditorium additional information is required.