

Date Submitted _____

Branford High School
Student Activity Request Form

SUBMIT COMPLETED FORM TEN (10) DAYS IN ADVANCE OF ACTIVITY

Name of Activity _____

Purpose of Activity _____

Date of Activity _____ Times _____

Sponsoring Group _____

Pupil Responsible for Activity (signature) _____

Faculty Advisor Responsible (signature) _____

Description of Activity _____

Location (room or rooms) _____

TO BE SIGNED BY AUTHORIZED PERSONEL
PRIOR TO ADM. APPROVAL

CHAPERONES: SIGNATURES
DANCE REQUIRES 4 CHAPERONES

Custodian _____
Head Custodian

1. _____

Police _____

2. _____

Budget Approval _____
Bookkeeper

3. _____

4. _____

PARENT CHAPERONES OPTIONAL

1. _____

2. _____

Refreshments, Decorations, Arrangements _____

Entertainment Arrangements: (attach copy of unsigned contract) set up time etc. _____

Final Approval _____ Date _____
Assistant Principal

No Activity may be contracted before this is completed and signed by the Assistant Principal