

**Crater High School**  
**Master Calendar Request Form**  
*This form is for "in-house" events and activities*

Name \_\_\_\_\_ Submission Date \_\_\_\_\_

Requesting School \_\_\_\_\_

Item/Event Description \_\_\_\_\_

Date(s) of item/event \_\_\_\_\_

Time(s) of Item/event \_\_\_\_\_

*Please complete the items below only if your event will occur in a Crater High School facility.  
This is essential for events that take place outside the school day or week.*

FACILITY / ROOM \_\_\_\_\_ HOURS \_\_\_\_\_

**SPECIAL NEEDS**

(chairs/microphone/etc.) \_\_\_\_\_

{ } APPROVED

{ } APPROVED WITH THE FOLLOWING CHANGES \_\_\_\_\_

{ } NOT APPROVED

Please note: **Outside groups** must use the District 6 form "Request for the Use of District Facilities".