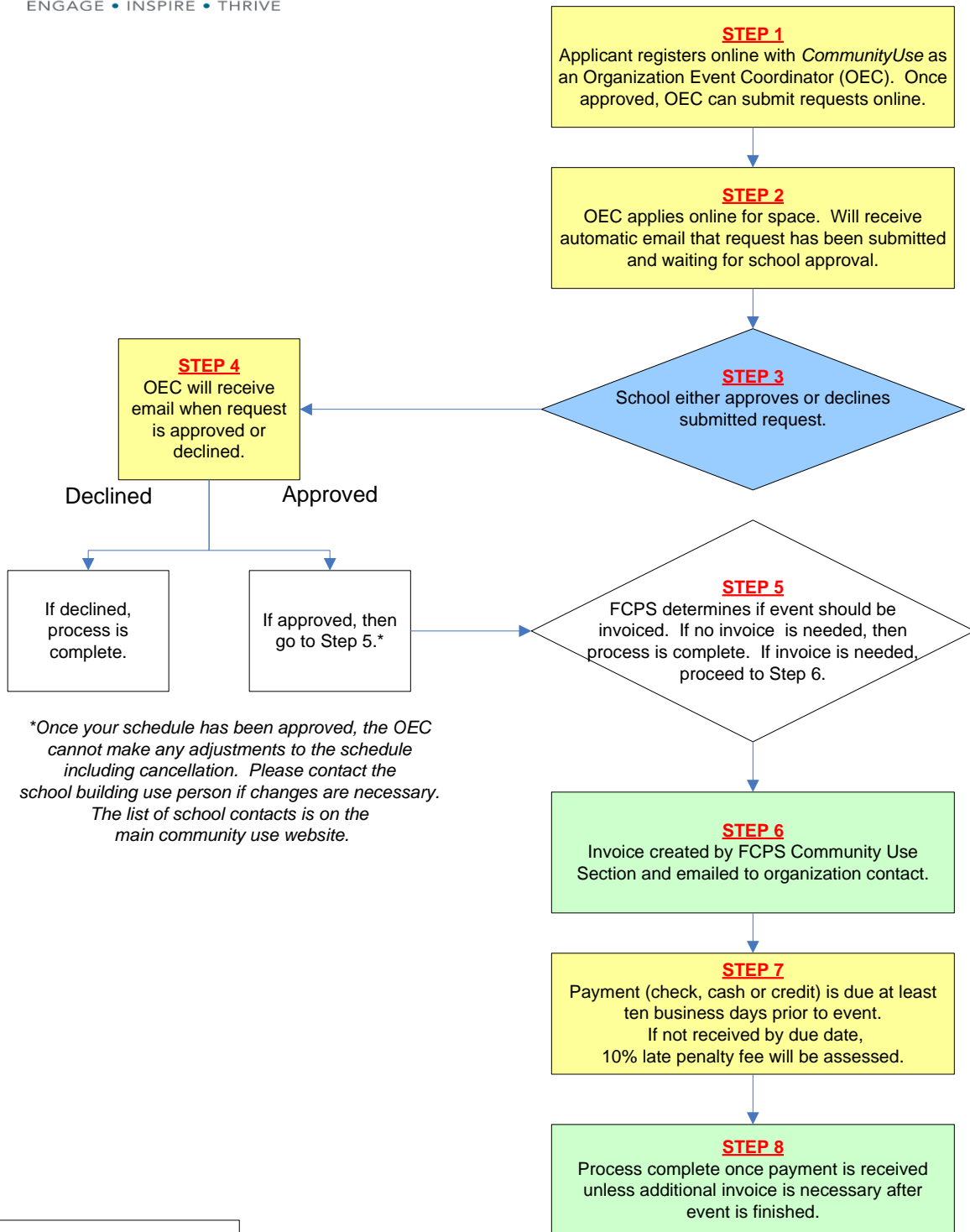


Online Facility Use Application Process



**Once your schedule has been approved, the OEC cannot make any adjustments to the schedule including cancellation. Please contact the school building use person if changes are necessary. The list of school contacts is on the main community use website.*

KEY

- Central – Community Use Section
- School Facility Use Designee
- OEC or organization contact

STEP 9 IF NECESSARY AFTER USE
After event has taken place, school will notify Community Use if additional fees are necessary.