IN-SCHOOL PERFORMANCES, WORKSHOPS, RESIDENCIES
APPROVAL FORM

Please use this form to get approval from your principal to schedule “In School” cultural arts activities for your building.

School Building:_____________________________________________________________

Contact Name:_______________________________________Phone: _________________

<table>
<thead>
<tr>
<th>Name of Performer (s) &amp; Address</th>
<th>Preferred Date</th>
<th>Approx. Total Cost</th>
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Type of Performance:_____________________________________________________________

Email Address of performer:________________________________________________________

Phone # of Performer:_____________________________________________________________

Requesting Teacher Signature: _______________________________ Date:______________

Principal’s Signature: ______________________________________ Date:______________

Procedure to follow after getting approval:

Fill in the information below -

◆ Number of performances you will need: _________________________________________

◆ Times for performances: ______________________________________________________

◆ Grades and number of students attending: ______________________________________

If you have called the artist yourself to reserve a performance, please write on the line provided the date you made the reservation. ______________

If you have not called, I will call the artist to see if they are available and get back to the contact person listed above and then make the reservations.

Return this form to Tracy Pulverenti at the Staff Development Dept. to schedule the above artist (s). Email at tpulverenti@moboces.org