

Office Use Only

Contract Sent _____ Deposit Received _____ Date Bill Sent _____

Date Paid in Full _____ Type of Payment _____

Copies sent to: _____ **Responsible Person** _____ **Athletic Director**
_____ **Superintendent** _____ **Maintenance Supervisor**
_____ **Treasurer** _____ **Head Custodian**
_____ **Building Principal** _____ **Cafeteria Supervisor**
_____ **Assistant Principal** _____ **Head Cook**
_____ **Other**

