



**LINCOLN-WAY WEST COMMUNITY HIGH SCHOOL  
 PROM OUTSIDE GUEST APPROVAL FORM  
 A Night in Paris May 4, 2019  
 Lincoln Way West SSO – 815.717.3514  
 Fax # 815.717.3519**



- Students requesting to bring a guest to Prom from a high school other than Lincoln-Way West must complete this form.
- Forms are to be returned to Dr. Killeen in SSO no later than **Tuesday, April 16, 2019**.
- This form requires the signature of a Principal/Administrator of the guest's school before it can be approved by LWW administration.
- **The minimum grade level for a guest is 10<sup>th</sup> grade and the maximum age is 20.**
- This completed form is required at the time of ticket purchase for your guest to attend the dance.
- Outside guest tickets **CANNOT** be purchased at the door on the day of the dance. They **MUST** be purchased during school hours.
- All LWW students and guest **MUST** have a photo ID to enter the dance. No exceptions.

To be filled out by the LWW student and parent/guardian:

First:           Last:           ID:

As a LWW student, I understand that all LWW HS rules apply at school social functions. I take full responsibility to inform and ensure my guest's compliance to these rules. **I may receive disciplinary action as a result of my guest's conduct.** I understand that I may bring only one approved guest.

Student Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

**GUEST INFORMATION**

First:           Last:           Age:

Address:                      Town:           State:

Current School:

If not a student, list employer:

Employer Phone:    -    -

Guest Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

**To be filled out by guest's school Principal/Administrator, or if not a student, the guest's employer:**

**As the Principal/Administrator of the school or employer of the guest identified above, I verify that this person is in good standing.**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**LWW OFFICE USE ONLY:**

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ LWW Signature: \_\_\_\_\_