

ROCKEE APPEARANCE REQUEST FORM



Rockee is the mascot for the **Rockford Rockets**. **Rockee** will attend a variety of events within Rockford Area Schools but may also be available for private appearances including charity events as long as they follow school district policy. **Rockee** is very busy and needs a minimum of **two weeks' notice** to do any appearance. Upon receipt of this request, the Rockford Area Schools District Office will e-mail you with confirmation of your request. **Rockee** will only confirm appearance requests if this appearance sheet is filled out **completely**.

**** PLEASE TYPE OR PRINT CLEARLY****

Today's Date: _____ Please Select Type of Appearance: -School District Activity
-Non-District Activity
-Charity

Date of Event: _____ Time of Event: _____ : _____ to _____ : _____ AM / PM

Requested by: _____ E-mail Address _____

Contact Person at the event: _____

Contact's Cell Phone Number: _____

*(It is important that someone be at this phone number and ready to answer **30 minutes** prior to event. Rockee relies on this person to find the dressing room and a quick briefing of what is expected. In rare occasions, Rockee cannot do an appearance if the contact person is unavailable.)*

Contact Address: _____
(Street City State ZIP)

Appearance Address: _____
(Street City State ZIP)

Parking Location *(must be provided and paid for)*: _____

Dressing Room *(must be private, no public restrooms)*: _____

Description of the event:

Is there anything special you would like **Rockee** to do at the event? *(Rockee does not talk.)*

Who will be at the event? How many guests are expected?

Please send request to ehlersk@rockford.k12.mn.us or fax to 763-477-5833.