

New Requester

Directions on how to become a facility requester

- Visit <https://www.lakemills.k12.wi.us/>
- Under the District/District Information – Select the *Calendars*
- Click on *Facility Calendar*, you will then see the following

Click here to become a Requester.

Powered by rSchoolToday

- Complete the following information - Please note the required fields (*)

Facilities Requester Registration Form

I am requesting as a School Staff Member

Your Organization Name & Info:

Organization/Client Name: *

Address: *

City: *

State, Zip:

Do you have Liability Insurance?: Yes No

If so, Insurance Exp Date: --- not entered --- Help

Insurance Policy: Upload Attach File

Do you Pay Sales Tax?: Yes No

Tax Exempt #: Help

Desired PIN Number: * Help
(for Signing Agreements)

Contact Person – Your Name:

First Name: *

Last Name: *

Address: *

(ONLY if different)

City:

State, Zip:

Office Phone: *

Home Phone:

Mobile Phone:

Office Fax:

Email: *


Desired Login Information:

User Name: *

Password: *

Retype Password: *

* Required Fields

I'm not a robot 

Click here to Submit Registration

You will receive an email once your registration request has been approved.