

**West Potomac High School Student Agreement and Guest Form**

The West Potomac High School Junior and Senior Prom will be held at the Renaissance Arlington Capital View on May 11, 2019. There will be **NO REFUNDS** for any tickets purchased. This form must be filled out completed by each student bringing a guest to the dance and must be turned in at the time of ticket purchase. **Read the following information carefully and complete all necessary sections.**

**Where:** Renaissance Arlington Capital View. 2800 S Potomac Ave, Arlington, VA 22202

**When:** Saturday, May 11, 2019

**Time:** 8:00pm to Midnight

**Price:** \$70

**Price includes:** Admission, DJ, Food and Beverages, and Photo Booth Prints

PICTURE I.D IS REQUIRED to gain entrance to the dance. All students must have a current I.D card from West Potomac or their current high school, or a valid driver’s license/state I.D. **Failure to bring a picture I.D will result in not being admitted to the dance.**

**Ticket Policy**

1. All obligations must be cleared prior to purchasing tickets.
2. All tickets are numbered and sold to specific individuals with signed acknowledgement and/or guest forms.
3. All tickets must be purchased from the Prom Committee and may NOT be given, sold, or exchanged to other students.
4. Each student is allowed to purchase a maximum of two tickets; one for themselves and one for a guest.
5. Guests are permitted into the event only in the company of a West Potomac student and must leave with that student.
6. West Potomac students are subject to discipline for the actions of the guest they bring to prom.
7. All WPHS rules of conduct apply to guests at the WPHS prom.
8. The person who purchased the tickets may change the guest they are bringing only if the original guest is informed and the new guest completes the guest form prior to purchasing a ticket.
9. **NO REFUNDS** will be given to students who do not attend the prom for any reason, including but not limited to: suspension, entry denial due to improper behavior or lack of I.D, dress code violation, or use/possession of alcohol, tobacco, or drugs.
10. WPHS administration reserves the right to refuse permission to any person to attend any event sponsored by West Potomac.

**Dance Rules**

1. Students and guests are not to use profane language, drugs, alcohol, or tobacco, and all individuals attending the event will be subject to search by members of the event security team.
2. Students dancing or behaving inappropriately will be escorted out of the dance and will not be given a refund. Students asked to leave the dance may lose the right to attend the next dance and will have their parents notified of the incident.
3. Any student who is on suspension or expulsion may not attend any WPHS dance or event.
4. Students bringing a guest must check in at the same time as the guest, and both must have a picture I.D to gain entry.
5. **NO TICKET AND/OR NO PICTURE I.D = NO ENTRY.**
6. Guests from other schools must not have been removed or transferred from WPHS for discipline reasons and must be of High School age/under 20 years old.
7. Guests who are High School graduates must be 20 and under. Outside verification will be required.
8. Guests must be in good standing at their school and must not be suspended or expelled at the time of the dance. Guests must have their school administrator approve and sign the guest form prior to purchasing a ticket for prom.
9. **ALL GUESTS MUST PROVIDE A COPY OF A PHOTO ID WITH THE GUEST FORM.**
10. Any violation of the school rules will result in discipline in accordance with the school policy and possibly immediate removal from the dance with **NO REFUND.**

**I have read, understood, and will comply with all provisions of the Agreement:**

Print Student Name \_\_\_\_\_ Student No. \_\_\_\_\_ Student Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**WPHS Guest Form**

Guests who are not current students at WPHS **must** read and complete the agreement form and the following application and submit a copy of their current photo ID or driver's license **IN ORDER TO PURCHASE A PROM TICKET.**

**Guest Agreement:** I have read, understood, and will comply with all provisions of the Agreement:

Print Guest Name \_\_\_\_\_ Grade/Year \_\_\_\_\_ Guest Birthday \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age \_\_\_\_\_

Guest **Signature** \_\_\_\_\_ Date \_\_\_\_\_

**Guest Information**

Guest Address City/State/Zip Code:

\_\_\_\_\_

Guest Emergency Phone No. ( \_\_\_\_ ) \_\_\_\_\_

Name of Guest's Parent/ Employer /Other \_\_\_\_\_

**Signature** of Guest's Parent/ Employer/Other \_\_\_\_\_

Phone number of Guest's Parent/ Employer/Other ( \_\_\_\_ ) \_\_\_\_\_

Guest's School Name: \_\_\_\_\_ **OR** Place of Employment: \_\_\_\_\_

**Final Signatures/Approval**

Print Name of Guest's School Administrator/Supervisor \_\_\_\_\_

**Signature** of Guest's School Administrator/Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Guest's School Administrator/Supervisor Phone Number/Extension ( \_\_\_\_ ) \_\_\_\_\_

\_\_\_\_\_ : APPROVED \_\_\_\_\_ : DENIED/REASON \_\_\_\_\_

**WPHS ADMINISTRATOR'S SIGNATURE** \_\_\_\_\_ Date \_\_\_\_\_