

Prom Guest Form (for Non-Lake Mary Students)

Lake Mary students may only invite 1 guest

DIRECTIONS FOR COMPLETING FORM:

If the guest attends a public or private High School

1. Lake Mary High School student completes “**Part 1**” of the form. A PARENT MUST SIGN FORM.
2. The Guest student completes “**Part 2**” of the form.
3. An administrator from the guest student’s school completes “**Part 3**” of the form.
4. The guest school emails it to Lake Mary High School (willialz3@myscps.us)

If the guest is a full-time virtual student, not in school, attends community college, or attends a university

1. The Lake Mary High School student completes “**Part 1**” of the form. A PARENT MUST SIGN FORM.
2. The Guest student completes “**Part 2**” of the form.
 - a. There must be an emergency contact number for a parent. **No exceptions.**
3. The third part of the form remains blank.
4. A photocopy of the guest’s driver’s license, school ID, or state ID, **with date of birth**, must accompany the form.
5. The Lake Mary High School student turns in the form and the copy of the ID to Ms. Clayton in the discipline office.

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1. Once the form is received the emergency contact number will be contacted and verified.
 2. Once the guest is approved (usually 2-3 days after the form is received) the Lake Mary High School student may pick up the ticket along with their own on the designated prom ticket pick-up days.
 3. If you have any questions, please call Ms. Clayton at 407-320-9532 or email Kristin Sullivan (Prom Sponsor) at kristin_sullivan@scps.k12.fl.us.

PERSONS OVER THE AGE OF 20 WILL NOT BE PERMITTED TO ATTEND PROM.

A PHOTO ID IS REQUIRED FOR ALL PERSONS ATTENDING THE LAKE MARY HIGH SCHOOL PROM.

NO ID, NO ENTRANCE!

There are no refunds on ticket purchases. Please wait until the guest form is approved to purchase a ticket for your guest!

Lake Mary High School Prom Guest Form
655 Longwood Lake Mary Rd
Phone: 407-320-9550

Part 1-This section to be completed by the Lake Mary High School Student

Last Name: _____ First Name: _____
Student Number: _____ Grade: _____
Parent Name: _____ Parent Signature: _____

Part 2- This section to be completed by the guest student

Last Name: _____ First Name: _____
Student Number: _____ Grade: _____
Date of Birth: _____
Name of the School (if in school): _____
Parent/Guardian Phone Number: _____
This number will be verified prior to dance.

If the guest is a full time virtual student, not in school, attends community college, or attends a university STOP HERE.
The Lake Mary student must bring this form and a copy of the guest's Driver's License, School ID or State ID to Ms. Clayton in the discipline office no later than February 25, 2024.

If the guest attends a public or private K-12 School continue to Part 3

Part 3- This section to be completed by an administrator from the guest's school

Name of School: _____

Student is in good standing at school and should be allowed to attend Lake Mary High School's dance.

Administrator's Initials

School Administrator: _____ Date: _____

Position: _____

Contact Number: _____

For this form to be valid, it must be completed and emailed to Ms. Clayton at willialz3@myscps.us at Lake Mary High School no later than **February 25, 2024*

***Do not return this form to the student, no hand delivered forms will be accepted.**

***The email MUST be sent from the school and not the parent.**