

District residents and all groups and organizations are expected to comply with the policies, rules, and regulations set forth by the Board of Education, in addition to the District's Code of Conduct, and any State or Federal Law. Any violation thereof may result in the prohibition of a District resident/group/organization's future use of District facilities, or, if applicable, the assessment of civil or criminal penalties in accordance with State and Federal laws.

Date _____

1. Name of District resident completing this form _____
2. Organization _____
3. Person in Charge _____
4. Facilities Requested _____
- 4a. (Complete only if High School Auditorium is to be used)
Sound System: Yes ___ No ___ Light System: Yes ___ No ___
5. Type of Program _____
6. Dates Desired _____ Time _____
7. Will admission be charged? _____
 - a. If yes, for what purpose? _____
 - b. Cost to Organization (where applicable) _____
8. Insurance Carrier _____ Policy _____
(Please attach certificate of insurance to this form.)
9. Youth programs: Please list names of chaperones and individual in charge of chaperones:

I agree, on behalf of the above-indicated organization, that we have received a copy of and read the policy and regulations, that we agree to abide by each, that we will properly supervise and police the facilities, that all regulations* will be observed and that we, individually and as an organization, will assume full financial responsibility for any and all damage done to school property during the above-indicated period of use.

Signed: _____ _____
Date
_____ \$ _____
Charge for Facility Use
(Name, address, and telephone number)

Approved: _____ _____
Date
(Principal)

Approved: _____ _____
Date
(Athletic Director, if athletic facility is requested)

Approved: _____ _____
Date
(School Business Official)

* See reverse side
White/Canary – Principal Pink – Central Office