

APPLICATION FOR USE OF FACILITIES/ATHLETIC FIELDS

Name of Organization Requesting Use: \_\_\_\_\_

Building Requested: Lake Garda \_\_\_\_\_ Harwinton Cons. \_\_\_\_\_

Har-Bur Middle \_\_\_\_\_ Lewis Mills H.S. \_\_\_\_\_

Facilities to be used: Athletic Field \_\_\_\_\_ Auditorium \_\_\_\_\_ Gym \_\_\_\_\_ Cafeteria \_\_\_\_\_

Kitchen \_\_\_\_\_ Other: (specify) \_\_\_\_\_

Special Equipment Needed: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_ Hours: \_\_\_\_\_

Purpose of Meeting: \_\_\_\_\_

Proceeds devoted to: \_\_\_\_\_ Admission Charge: \_\_\_\_\_ # Expected \_\_\_\_\_

Individual Responsible for Supervision: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

It is understood and agreed that the regulations of the Board of Education, Regional School District 10 are to be strictly complied with, and the undersigned assumes full responsibility for any damage to, or loss of property of Regional School District 10 in consequence of the use described above. The undersigned further agrees to pay promptly such charges as may be made for the use of facilities and/or damages without inconvenience or expense to the Board of Education.

Individual completing form: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature

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APPROVAL Use of Building/Field is Granted: \_\_\_\_\_

Services required: Custodian will be in attendance: \_\_\_\_\_

Cafeteria Supervisor will be in attendance: \_\_\_\_\_

Police Service is required: \_\_\_\_\_

Fees: \_\_\_\_\_

Insurance Certificate Required: \_\_\_\_\_

Insurance Certificates must be obtained prior to approval of use by any formal non-related school group, club or organization that will engage in any athletic or hazardous activity or any activity that would involve spectators or large number of participants.

Comments: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Principal

\_\_\_\_\_  
Buildings & Grounds Supervisor