

MSAD 59
APPLICATION FOR THE USE OF SCHOOL FACILITY

Use of MSAD 59 School Facilities is a privilege. This request may be denied. Inappropriate activities or activities that conflict with school district events will not be approved. Any charges owed the school district must be paid before any additional use of school facilities will be approved.

Date of Application: _____

School Facility Requested: _____

Group Requesting Use of Facility: _____

Date(s) Requested: _____ **Time(s) Required:** _____

Any costs incurred by the District if the activity exceeds the agreed upon time shall be reimbursed to the District by the organization using the facility.

Activity Planned (Please be specific – if you are not specific this application will not be approved.): _____

Number of People expected to attend: _____ **Admission/Fee Charged:** _____

Contact Person: _____ **Telephone:** _____

Address: _____

List of Equipment Required (The school district has limited ability to furnish certain types of specialized equipment.): _____

Do you or your organization have Liability Insurance? _____ **Amount:** _____

Will you need a custodian? _____ For many activities, a custodian will be required. Any overtime or additional work hours required will be the responsibility of the group or organization using the facility.

Will you need to use the kitchen? _____ If yes, a cafeteria employee will be required to be on duty and any costs incurred will be paid by the group or organization using the facility.

The applicant on behalf of the organization or individual represented agrees to provide any and all necessary liability or personal injury insurance and to indemnify and hold harmless MSAD 59 from and against all claims, liabilities, damages, losses and expenses, including reasonable attorney's fees and court costs, arising out of or in connection with the applicant's use of MSAD 59 facilities.

The applicant agrees to enforce the regulations set forth in the M.S.A.D. #59 School Board Policy on Community Use of School Facilities.

Signature of Applicant

A copy of this request will be returned to you with the backside of this application filled in as to availability and charges, if any. This copy will be your approval or, in some cases, disapproval letter. If you have any questions regarding this, please feel free to call the building principal.