

NORTHEASTERN WAYNE SCHOOL CORPORATION

PO Box 406

Fountain City, IN 47341

APPLICATION FOR THE USE OF PUBLIC SCHOOL FACILITIES

NOTE: Application for use of other than regular school purposes shall be filed in not less than fourteen days before the day for which the application is made.

Date ___/___/___

I/We _____ hereby apply on behalf of (organization) _____

For permission to use the (a) auditorium _____ (b) cafeteria _____ (c) classroom _____ (d) other _____ in the _____ school building on date(s) _____ from _____ (a.m.) (p.m.) to _____ (a.m.) (p.m.) for the following purpose _____

Additional facilities requested: (a) chairs _____ (b) tables _____ (c) public address system _____ (d) special lighting _____ (e) other _____

I/We further request the privilege of serving refreshments, i.e. _____ which will be supplied by _____

Admission charges: yes _____ no _____

Liability Insurance Policy copy attached: yes _____ no _____ If no, explain _____

I/We (organization) _____ by (sponsor) _____ (title) _____ hereby agree to indemnify and save harmless the Northeastern Wayne Schools, Board of Trustees, their agents, employees and elected officials from and against all damages, expenses and claims which the Northeastern Wayne Schools, Board of Trustees, their agents, employees and elected officials may suffer because of the use of the "above named" facilities by (organization) _____

I/We further agree to be responsible for the payment of the fees as shown on the last sheet of this application, and any and all additional costs or fees incurred by us in complying with the aforementioned rules and regulations.

I/We have read and understand the rules and regulations established by the Board of Trustees governing the use of public schools and agree to comply with said rules and regulations.

APPLICANTS:

Print or type name of sponsor _____

Title _____

Address _____

Telephone _____

City, State, Zip _____

Signature _____

Fees: Rental \$ _____ Custodian \$ _____ Cafeteria Rep. \$ _____ Additional fees: \$ _____

Total Fee: \$ _____

Total fee to be paid within thirty (30) days following subject event.

This application approved by _____

Building Principal

Superintendent

Date of approval: _____

CUSTODIAN: Were the rules adhered to? _____ (note irregularities on reverse side)

Time on duty from _____ to _____ Total hours _____