

OLD ROCHESTER REGIONAL SCHOOL DISTRICT
REQUEST FOR USE OF SCHOOL FACILITIES AND/OR GROUNDS

Building: _____

Today's Date: _____

Name of Organization Making Request: _____

Applicant's Name and Address: _____

Telephone Number (in case of emergency): _____

Date(s) Facility to be Used (incl. rehearsals): _____

Time of Use: From: _____ To: _____

Area of School to be Used: _____

Nature of Use: _____

IT IS UNDERSTOOD THAT THE FOLLOWING CONDITIONS ARE IN EFFECT DURING YOUR ORGANIZATION'S USE OF SCHOOL FACILITIES:

- 1) All Federal, State, Municipal and School District laws, by-laws, policies and regulations will be in full force and effect, including without limitation **NO SMOKING** on school property.
- 2) Any children under the age of eighteen (18) must be accompanied/supervised by an adult who is a participant in your organization's event.
- 3) Access is only approved for the area of the building requested on this form.
- 4) The applicant/sponsoring organization shall be responsible for the conduct and control of all participants and spectators associated with its use of the facility. The applicant/sponsoring organization agrees to the full extent permitted by law to indemnify, defend and hold harmless the District, its officers, employees and agents from any claim or damage of any kind which may arise from or is in any way related to the use of the facilities by the applicant/sponsoring organization.
- 5) The contact person must be present at the event. If for some reason he/she can not be in attendance, he/she must contact the building Principal's Office by the close of school on the day of the event and provide the name of his/her designee (for weekend/vacation time activities, the most recent school day will apply). Failure to do so can result in the revocation of this application's approval.
- 6) Any rental/employee fees must be paid in full prior to use of school facilities.

I HAVE READ THE ABOVE CONDITIONS AND I AGREE TO ABIDE BY THEM:

Signed (must be listed contact person in attendance): _____

Custodial Approval: _____ A.D. Approval (HS Only): _____

Building Principal Approval: _____ Fee: _____

Central Office Approval: _____

Supt Office – White; Applicant – Canary; Principal Office – Pink; Custodial Office – Goldenrod