

HOLLIS SCHOOL DISTRICT

APPLICATION OF RENTAL OF SCHOOL FACILITIES

DIRECTIONS and APPROVAL

Complete this form in duplicates and submit to the Principal of the desired school. The Principal's signature on the original copy will constitute a valid contract for the use of the school facilities indicated below:

ORGANIZATION'S NAME AND LOCATION: _____

SCHOOL FACILITIES DESIRED: _____

DATE DESIRED: _____ TIME: From: _____ To: _____

ROOM NEEDED (including set up & breakdown time): From: _____ To: _____

DAY OF THE WEEK: _____

NUMBER OF PERSONS ANTICIPATED: _____

SPECIFY EQUIPMENT AND SERVICES TO BE FURNISHED BY THE SCHOOL DISTRICT:

On behalf of the above organization, I hereby certify that I have read and understand the REGULATIONS and FEE SCHEDULES GOVERNING RENTAL and USE of SCHOOL FACILITIES in Hollis. I agree to provide adequate adult supervision at all times during the use of the facilities and will assume responsibility for all fees, charges, and damage claims resulting from such use of school facilities.

SIGNED: _____ ADDRESS: _____

DATE: _____ TELEPHONE: _____
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FOR OFFICE USE ONLY

CATEGORY A B C D E F

ELEMENTARY

JUNIOR HIGH

SENIOR HIGH

\$ _____ RENTAL FEE

_____ CUSTODIAL FEE

_____ OTHER CHARGES

_____ DAMAGE/REPAIR CHARGE

\$ _____ TOTAL

_____ PRINCIPAL
WORK RELEASE _____

_____ CUSTODIAN