

REQUEST FOR USE OF SCHOOL FACILITIES

Name of Organization: MS Student Council Number of persons in group: 100+

Name, address, and telephone number of person(s) responsible for this group:
Janston

| | | |
|--|---|---|
| School requested (check one): | Room requested (check one): | Additional Equipment Needed: |
| High School _____ | Kitchen _____ | <u>4/6 tables (1 on stage, 3 for snack sales)</u> |
| Elem/Middle School <input checked="" type="checkbox"/> | Cafeteria <input checked="" type="checkbox"/> | <u>foos ball</u> |
| Primary School _____ | Library _____ | <u>ping pong tables</u> |
| | Gymnasium <u>✓(Both)</u> | <u>basketballs</u> |
| | Auditorium _____ | |
| | Athletic Field _____ | |
| | Classroom(s) _____ | |
| | Other Area _____ | |

Activity to be held: MS Activity Night - set up 6pm *

Please complete the following:

| DAY | START DATE | STOP DATE | TIME START | TIME STOP |
|-----------|---------------------|--------------------|--------------|--------------|
| MONDAY | | | | |
| TUESDAY | | | | |
| WEDNESDAY | | | | |
| THURSDAY | | | | |
| FRIDAY | <u>Feb. 9, 2018</u> | <u>Feb 9, 2018</u> | <u>6:30p</u> | <u>8:30p</u> |
| SATURDAY | | | | |
| SUNDAY | | | | |

I agree to the following terms and conditions:

1. I agree to comply with all district policies, procedures, rules and regulations pertaining to building/property use. (Complete rules are available in Central Office.)
2. Our organization assumes any and all risk while on school grounds, and, indemnifies and releases the school district, its Board of Education, its employee, officers, agents and assigns, from any and all liability whatsoever regardless of cause as an absolute term of this facilities use.
3. I have attached a certificate of liability insurance with Kinderhook Central School District as an additional named insured on my insurance policy.
4. I further guaranty that I have been duly and properly authorized by the Organization to bind the organization to this agreement.
5. **ALL FORMS SHOULD BE SUBMITTED TO MAINTENANCE ONE WEEK BEFORE REQUESTED USE OF FACILITIES.**

Janesh 5/31/17
 Signature of responsible person Date

Tim Farley 6-1-17
 Approved Date

Copies: White – Principal *Yellow – Building Custodian* Pink – Maintenance Office *Goldenrod – Organization