

**REQUEST FOR USE OF SCHOOL FACILITIES**

Name of Organization: VARSITY CLUBS Number of persons in group: 100-150

Name, address, and telephone number of person(s) responsible for this group:  
DAVE AMES (518) 821-5619

**School requested (check one):**

High School   
 Elem/Middle School   
 Primary School

**Room requested (check one):**

Kitchen   
 Cafeteria   
 Library   
 Gymnasium   
 Auditorium   
 Athletic Field   
 Classroom(s)   
 Other Area

**Additional Equipment Needed:**

MICROPHONE, CABLE  
AND PODIUM  
1 TABLE 7 CHAIRS

Activity to be held: AWARD CEREMONY

Please complete the following:

DAY	START DATE	STOP DATE	TIME START	TIME STOP
MONDAY				
TUESDAY	<u>11/14/17</u>	<u>3/13/18</u>	<u>5pm</u>	<u>8pm</u>
WEDNESDAY				
THURSDAY	<u>6/7/18</u>		<u>5pm</u>	<u>8pm</u>
FRIDAY				
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.**

[Signature] 6/7/17  
 Signature of responsible person Date

\_\_\_\_\_  
 Approved Date

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