

REQUEST FOR USE OF SCHOOL FACILITIES

Name of Organization: GAC Number of persons in group: 65

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

Tracy Nytransky x4097

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:

30-35 tables > gym
250 chairs
Mic > Auditorium
2 tables

Activity to be held: GAC Banquet + Awards Ceremony

Please complete the following:

DAY	START DATE	STOP DATE	TIME START	TIME STOP
MONDAY	6-4-18 6-4-18	6-4-18 6-4-18	6:00	9:00 pm
TUESDAY				
WEDNESDAY				
THURSDAY				
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 of responsible person: Tracy Nytransky Date: 6/8/17

Approved: [Signature] Date: 6-8-17

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