

APPLICATION FOR PERMIT TO USE SCHOOL BUILDINGS AND/OR GROUNDS

Please Print

NO. _____

Area Requested: Bldg. Name _____ Room# _____ Field/Ground _____

User/Organization: Name _____ Address: _____

Resident Sponsor _____ Address: _____

Purpose of Usage _____

Leader/Instructor Name _____ Telephone No. _____

Admission Charge, if any \$ _____ Proceeds used for _____

Permission to use the school facility is granted with the following stipulations:

1. That the Resident Sponsor resides within the Steel Valley School District.
2. That the Resident Sponsor is the user or is a member of the organization requesting usage.
3. That the Undersigned agree to be responsible for any and all damages to the property of the Steel Valley School District caused by any member connected to this organization.
4. That the group members only will be in the building or on the grounds.
5. That the group members are responsible for the supervision of all activities and persons.
6. That the School District will not be responsible for any injuries incurred by persons using the facilities under this permit.
7. Certificate of Insurance must be submitted to the Business Office.
8. Any damages to facilities must be paid for by user.
9. Smoke-Free Buildings and Grounds
10. Rentals will not go beyond six (6) months.

<p style="text-align: center;">REQUIREMENTS PRIOR TO USE OF FACILITY:</p> <p>CURRENT CLEARANCES ON FILE: (when applicable) _____</p> <p>CURRENT CERTIFICATE OF INSURANCE ON FILE: _____</p> <p>DEPOSIT: _____</p> <p>OTHER: _____</p> <p>OTHER: _____</p>	<p style="text-align: center;">NOTES AND/OR SPECIAL INSTRUCTIONS:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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Requestor's Signature _____ Date _____

Address _____ Phone: _____

Building Principal's Signature _____ Date _____

Director of Operational Services _____ Date _____

IMPORTANT: USE OF FACILITY IS NOT GRANTED UNTIL USER IS NOTIFIED IN WRITING BY THE BUSINESS OFFICE.

Approved: _____ Board of Directors

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NO. _____

The group understands that all regular School District activities may pre-empt using the facilities under this permit.

Show Date – DD/YY Time – Hour – To-From – A.M. – P.M.

July _____	Jan. _____
Aug. _____	Feb. _____
Sept. _____	Mar. _____
Oct. _____	Apr. _____
Nov. _____	May _____
Dec. _____	June _____

The group understands that all regular School District activities may pre-empt using the facilities under this permit. Requestor's Signature: _____ Date: _____