**REQUEST FOR RENTAL/USE OF FACILITIES APPLICATION**

**Gallatin County Upper Elementary Governor’s Cup**

NAME OF REQUESTING ORGANIZATION

**UE Lower level classrooms, cafeteria, hallways, art room, library, band room, UE office, concessions stand**

AREA OF THE FACILITY

**Diane Scott** **Saturday, February 25, 2012**

PERSON SUPERVISING ACTIVITY DATE(S) REQUESTED

 TIME: **7:00 am – 7:00 pm**

 (Please specify AM or PM )

THE REQUEST AREA(S) OF THE FACILITY WILL BE USED FOR THE FOLLOWING ACTIVITIES:

**Upper Elementary Governor’s Cup Hosting**

Is the organization planning to conduct sales on school premises?YES

SCHOOL EQUIPMENT TO BE USED: **Chairs, desks, pencils, paper**

APPROXIMATE #OF PERSONS: **100-150**

[x]  I request waiver of the rental fee. Please X if applicable

[x]  I request waiver of the charge for custodian. Please X if applicable

Fee Schedule

The organization agrees to pay the applicable fee(s) for the use of District facilities

Facility/Equipment Fee $**0** Personnel Cost $ **0**

Insurance Cost $**Unknown** Total Cost $**Unknown**

I have read the Rules and Regulations for Community Use of School Facilities and agree on behalf of the requesting organization to assume personal responsibility for the proper use of the above named areas of the facility.

**Diane Scott** **50 Paw Print Path Warsaw, KY 41095**

SIGNATURE OF PERSON MAKING Address

REQUEST ON BEHALF OF THE PHONE

ORGANIZATION Home **N/A** Cell **859-468-8958**

DATE **01/25/2012**

*In the event school is closed due to weather conditions, all scheduled activities, with the exception of dinner meetings, will be cancelled and opportunity to reschedule or refund rental fee(s) will be made.*

**AREA BELOW FOR OFFICIAL USE ONLY**

**Click here to enter text.** **Click here to enter text.**

MARTHA SEBRING for Café Requests JON JONES/LINDA EDMONDSON for Gym Requests

**Click here to enter text.** **Deb Brown**

KEITH HOWARD for Auditorium Requests PRINCIPAL

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SUPERINTENDENT BOARD CHAIR DATE