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

**JCTC Gallatin Co Adult Education**

NAME OF REQUESTING ORGANIZATION

**LE Cafeteria**

AREA OF THE FACILITY

**KAtia Zuniga/Donna Berra** **T/TH 8/27/12-5/16/13**

PERSON SUPERVISING ACTIVITY DATE(S) REQUESTED

TIME: **3:00-4:30 PM**

(Please specify AM or PM )

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

**Family Literacy Homework Buddies**

Is the organization planning to conduct sales on school premises?NO

SCHOOL EQUIPMENT TO BE USED: **tables and stools**

APPROXIMATE #OF PERSONS: **30**

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

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 $**0** Total Cost $**0**

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.

**Dona Roberts** **33 Boardwalk. Warsaw. KY**

SIGNATURE OF PERSON MAKING Address

REQUEST ON BEHALF OF THE PHONE

ORGANIZATION Home **567-6046** Cell **text.**

DATE **8/8/12**

*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**

**Martha Sebring** **Click here to enter text.**

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

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

KEITH HOWARD for Auditorium Requests PRINCIPAL

**Type signature here** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

SUPERINTENDENT BOARD CHAIR DATE