

REQUEST FOR RENTAL/USE OF FACILITIES APPLICATION

Gallatin County FFA Chapter

NAME OF REQUESTING ORGANIZATION

Middle School Cafeteria

AREA OF THE FACILITY

Katie Howell

PERSON SUPERVISING ACTIVITY

April 25th, 2013

DATE(S) REQUESTED

TIME: 4pm-8pm

(Please specify AM or PM)

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

I am requesting the use of the Middle School Cafeteria for the Northern Kentucky Regional Banquet. This Banquet will draw students from chapters across northern Kentucky. They will come here to be recognized in their accomplishments from throughout the year. We request the use of the Cafeteria for the dinner to be catered and served.

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

SCHOOL EQUIPMENT TO BE USED: Tables, Serving Line

APPROXIMATE #OF PERSONS: 200

☒ 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 \$.

Personnel Cost \$.

Insurance Cost \$.

Total Cost \$.

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.

Click here to enter text.

SIGNATURE OF PERSON MAKING

REQUEST ON BEHALF OF THE

ORGANIZATION

70 Wildcat Circle

Address

PHONE

Home 8593931956

Cell Same as home

DATE 3/8/2013

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

MARTHA SEBRING for Café Requests
Requests

Click here to enter text.

JON JONES/LINDA EDMONDSON for Gym

Click here to enter text.

KEITH HOWARD for Auditorium Requests

Roxann Booth, Deb Brown

PRINCIPAL

Type signature here
SUPERINTENDENT

BOARD CHAIR

DATE