

REQUEST FOR RENTAL/USE OF FACILITIES APPLICATION

Girl Scouts troop 1229
NAME OF REQUESTING ORGANIZATION

Maria Ward
PERSON WHO WILL BE PRESENT AND
SUPERVISING THE ACTIVITY

middle school Caf Room 204
AREA OF THE FACILITY

1st + 3rd Monday of every month
DATE(S) THE FACILITY IS REQUIRED
FROM 3:15 A.M., P.M. TO 4:30 A.M., P.M.
PLEASE CIRCLE A.M. OR P.M.

THE REQUEST AREA(S) OF THE FACILITY WILL BE USED FOR THE FOLLOWING ACTIVITIES:
girl scout meetings for troop 1229

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

SCHOOL EQUIPMENT TO BE USED: tables

APPROXIMATE #OF PERSONS: 10 or less

☒ I request waiver of the rental fee.

☒ I request waiver of the charge for custodian.

Fee Schedule

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

	# of Employees Required	# of Hours	Hourly Rate (Overtime at 1.5 times)	Total
Custodians				
Food Service Empl				
Other				

Facility/Equipment Fee \$ _____
Insurance Cost \$ _____

Personnel 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.

Maria Ward
SIGNATURE OF PERSON MAKING
REQUEST ON BEHALF OF THE
ORGANIZATION

318 Cedar Pt Ln
Address Warsaw Ky 41095

July 2 2013
DATE

Home 859-567-1078 Work _____
TELEPHONE

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

7/2/2013
DATE

JON JONES/LINDA EDMONDSON for Gym Requests

DATE

KEITH HOWARD for Auditorium Requests (High School)

DATE

PRINCIPAL _____ DATE _____
APPROVED _____
DISAPPROVED _____

SUPERINTENDENT _____ DATE _____
APPROVED _____
DISAPPROVED _____

BOARD CHAIRPERSON _____

Board Meeting Date _____