



**BEECHWOOD INDEPENDENT SCHOOL DISTRICT
BOARD OF EDUCATION**

RENTAL/ USE OF FACILITY

Community Groups

50 Beechwood Rd., Ft. Mitchell, KY 41017 (859) 331-3250 www.beechwood.kyschools.us Fax (859) 331-7528

TODAY'S DATE:

DATE(S) OF ACTIVITY:

PLEASE CHECK WITH HS SECRETARY TO BE SURE SITE IS AVAILABLE FOR THE DATES REQUESTED.

INSTRUCTIONS: To request the use of the cafeteria, either gym, high school classroom, kitchen, or any athletic field your request must start in the high school office to determine availability of the area requested. To request the use of an elementary classroom or any space located in the elementary, the elementary principal will determine the availability of the area requested. Once approved by the principal, the request will be submitted to the Superintendent. If approved, the request will be put on the agenda for the next Board of Education meeting for final approval.

NAME OF REQUESTING ORGANIZATION: Charlotte Anderson LLC (Kelly Gubb)
PERSON(S) WHO WILL BE PRESENT AND SUPERVISING THE ACTIVITY:

LOCATION(S) REQUESTED FOR ACTIVITY: Cafe Old Gym Auxillary Gym Lower Turf Field
 Upper Turf Field Field House Viewing Room Other: _____

Kitchen-requires a Food Service staff member be present, requesting group is responsible for cost.

TIME OF ACTIVITY/EVENT: FROM 6/29 AM or PM TO 7/15 AM or PM.

START TIME FOR SET UP: _____ **END TIME FOR CLEAN UP:** _____

DOORS (TO BE KEPT OPEN DURING ACTIVITY IF APPLICABLE) (Please check or circle required entrances)

DOORS OPEN FROM: _____
 Elem Main Entry #2 HS Entry #10
 Aux Gym Lobby #14 Other, be specific _____

APPROXIMATE NUMBER OF PERSONS WHO WILL BE ATTENDING THE ACTIVITY: 15-20 per day
IF THIS IS A CONTINUING REQUEST, INDICATE THE DURATION BELOW:

Beginning 6-29 and continuing through 7-15

THE REQUESTED LOCATION(S) WILL BE USED FOR THE FOLLOWING ACTIVITY: Toning of Better Blend location

Is the organization planning on using any equipment located on school property? Yes No

If yes, specify equipment: Ice Machine

Is the organization planning to conduct sales on school premises? Yes No possibly

If yes, give a COMPLETE description of what is being sold and how the proceeds will be used: Protein Blends

Custodial service requested yes no. Fees may apply. Heating/Cooling needed yes no.

Check Fee Schedule for any applicable fees, 05.3 AP.2

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

SIGNATURE OF PERSON MAKING REQUEST ON BEHALF OF THE ORGANIZATION: [Signature]

ADDRESS: 2510 Dixie Hwy

EMAIL: Britten.Gubb@Betterblend.com

CELL: 513-344-1056

AREA BELOW IS FOR OFFICE USE ONLY

SITE IS AVAILABLE. HS SECRETARY INITIAL

Approved Not Approved

PRINCIPAL'S SIGNATURE

6-28-23

Date

Approved Not Approved

SUPERINTENDENT'S SIGNATURE

7/6/23

Date

Approved Not Approved

SCHOOL BOARD CHAIR

Date

STIPULATIONS:

CONTACT PERSON WILL BE NOTIFIED BY EMAIL.

Original - Director of Operations Office

Copies will be emailed to: Maintenance/Custodial Supervisors, Principal, HS Secretary for Facility Book,

05.31 AP.21

Use of Culinary Lab

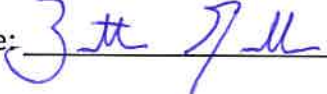
Family and Consumer Science
Classroom 114

When using the Culinary Lab, you must follow the guidelines listed below. The information below will protect everyone due to food allergies. This form must be signed and returned to Mrs. Sletto prior to using the classroom.

1. Complete this form. ✓
2. Attach this form to the Use of Facility request form. ✓
3. Adult supervisors must remain in the classroom if children are present. ✓
4. Please do not use any utensil or piece of equipment without prior approval by the teacher. ✓
5. Please do not use the teacher's desk or teacher's personal items. ✓
6. Please empty all trash and take bags to the dumpster. ✓
7. Counters and tables need to be cleaned with spray cleaner (not soap and water) prior to leaving.
8. Doors must be locked when finished (laundry room and hallway).

I have read the above rules and agree to follow them when using room 114.

Name: Britten Grubb

Signature: 

Organization: Better Blend (Ft Mitchell)

Phone numbers: 513-344-1056

Date of use: 6-29 - 7-15 (2023)