

FILLMORE CENTRAL SCHOOL

REQUEST FOR USE OF SCHOOL BUILDING

(submit at least 7 days in advance)

TO: DAVID HANKS
Fillmore Central School
PO Box 177
Fillmore, NY 14735

FROM: _____
(print your name)

(organization)

(mailing address)

(phone number)

Dear Sir:

The _____ desires the use of _____
(Organization) (parts of building)

for _____ We wish the use of the building from
(reason)

_____ m. to _____ m. on _____ day and date. The following

persons will assume responsibility of taking care of the affair: _____.

WE HAVE CAREFULLY READ THE ATTACHED POLICY (#3270) WITH RESPECT TO COMMUNITY USE OF SCHOOL FACILITIES.

I/WE UNDERSTAND THE ORGANIZATION WILL BE CHARGED THE CURRENT OVERTIME COST FOR SCHOOL PERSONNEL.

Insurance Information

Do you (the organization), have an in-force public liability policy? ___yes ___no
If yes, what are the limits of liability? _____ Bodily injury? _____
Property Damage \$ _____

I agree on behalf of the above-indicated organization that all members and guests will observe the regulations and that we, individually, and as an organization, will assume full financial responsibility for any and all damages done to Fillmore Central School property during the above indicated period of use. We also agree that our organization will, at all times hereafter, indemnify the above-named school against any loss, damage, or expense of any kind which said school may sustain or incur because of the above described building by our organization and we will further hold said school harmless for loss of any kind in connection therewith.

Signed: _____ Date: _____

OFFICE USE:

(____) approved: _____ date: _____
Superintendent or Principal

(____) denied: _____ date: _____
Superintendent or Principal

Reason: _____

ROUTE TO: _____ Athletic Director _____ Business Office _____ Custodial
_____ Organization _____ Office Copy