# INDIAN RIVER SCHOOL DISTRICT

Selbyville, Delaware 19975

# APPLICATION FOR USE OF SCHOOL FACILITIES

### The request the use of

(School) for

(Description of Activity) Facilities requested: Auditorium – Cafeteria – Other (Please List):

Date(s) requested: Building open from \_ to \_

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**CONDITIONS OF USE**

1. Foods or liquids shall not be permitted in the auditoriums and gymnasiums.
2. Alcoholic beverages shall not be consumed or served on the premises.
3. Users of the facilities of the Indian River School District are prohibited from using tobacco products on school Property.
4. At least one fireman must be provided for stage performances or crowds over 300.
5. The sponsoring organization shall be responsible for personal liabilities and property damage while the facilities are being used and **must submit a Certificate of Insurance prior to approval**.
6. When food is to be prepared and/or served on school premises, the sponsoring organization must procure from the County Health Unit a Permit to Operate a Temporary Public Eating Place.
7. User’s should request and learn the location of every Automated External Defibrillator (AED) unit.
8. Estimated Fees:

@ $ = $ @ $ = $

@ $ = $ Other @ $ = $

@ $ = $ Other @ $ = $

Total = $

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I/We the undersigned have read and understand and agree to comply with the rules and regulations applying to the use of school facilities by community organizations.

**IREC Approval**

Initials/Date

Date of Application:

Signature for Sponsoring Organization:

Address: Telephone:

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Signature for School (Building Principal): Date:

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**FOR OFFICE USE ONLY**

Chief Custodian:

Cafeteria Manager:

Superintendent:

#### DISTRIBUTION:  – File  – Sponsoring Organization  – Cafeteria Manager  - Custodian

DOC. NO. 95-36-10-06-04

The Indian River School District is an Equal Opportunity Employer and does not discriminate or deny services on the basis of race, color, national origin, sex, disability, or age in its programs and activities.