



Salem-Keizer School District

Site and Ballfield Modification Request

Organization Name: _____
Title/Contact Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Day Phone: _____ Evening Phone: _____

Site/School Location of Proposed Project: _____

Detailed Description of Proposed Project *(Use additional sheets as required):*

Insurance Information <i>(Insurance certificate required)</i>
Company: _____ Agent Name: _____
Policy #: _____ Expiration: _____ Agent Phone: _____

Anticipated start date: _____ **Projected completion date:** _____

Scaled drawings attached: Yes No **Total value of all work for this site:** \$ _____
Drawings should show construction detail.

Information for all licensed trades associated with proposed work *(Use additional sheets as required):*

Company Name: _____ **Contact:** _____

Address: _____ **Phone:** _____

Company Name: _____ **Contact:** _____

Address: _____ **Phone:** _____

- I have read and agree to all terms and conditions for use of School District property as found in procedure FAC-P023 "District Site Use, Modification, and Improvement Regulations".
- I understand that all alterations of Salem-Keizer School District buildings and/or grounds are considered gifts/donations except as specified in FIS-P013 and FIS-P015.

(Signature of Responsible Party)

(Print Name)

(Date)

Received by: _____	Reviewed by: _____
If denied or referred back to applicant, reason: _____	Approved _____ Denied _____