

DARLINGTON COUNTY SCHOOL DISTRICT
APPLICATION FOR SCHOOL FUNCTION ONLY AFTER HOURS
(ATHLETICS, STUDENT CLUBS, SCHOOL FESTIVALS, CHORAL, BAND, ETC.)

Please complete the application and forward to the Operations Department a **minimum of three (3) weeks prior to the proposed school function to be held after regular hours**. The rules and regulations regarding the use of the requested facility should be discussed prior to completing the application.

Facility Requested:		
Date:	Time:	
Name of Organization:		
Contact:	Phone #:	
Type of Program:		
Special arrangements:		

Admission	___ will be charged	___ will not be charged
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Check facility requested:

	Classroom Rm#		Auditorium Rm #		Conference Center		Cafeteria/meal served
	Gym		Media Center Rm #		Other Playground		Cafeteria/seating only

NO ACCESS to the kitchen area. NO use of kitchen equipment, serving line, carts, utensils, etc. without prior written approval.

I agree to personally assume the responsibility and to insure enforcement of all regulations governing the care of school facilities

Requestor:	Date:
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Principal:	Date:
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Superintendent's Designee:	Date:
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