



PERMIT NO. \_\_\_\_\_  
DATE \_\_\_\_\_

Name of Organization	<b>SPECIAL INSTRUCTIONS</b>
Name of Sponsor	
Phone No.	
Cell No.	
Street	
City State Zip	
<b>*Required Email Address:</b>	
Purpose:	

Dates: _____	School _____	Time: _____	
		Opening	Closing
	Rooms Needed	<b>OFFICE USE ONLY</b>	
		Hours	Rate
		x \$	\$
		x \$	\$
		x \$	\$
Attendance Expected:	Custodial Fee \$	x \$	\$
Price of Admission:	Equipment Needed:	x \$	\$
<b>PERMIT HOLDER CONTACT INFORMATION</b>		x \$	\$
		x \$	\$
Signature represents that you are the responsible party and you have read and agreed to follow the "Community Use of District Premises and Outside Organization Permit Requests." (Available on district website: <a href="http://www.berea.k12.oh.us">www.berea.k12.oh.us</a> )			
<b>NAME:</b> _____			
<b>** Your typed signature represents your written signature.</b>		x \$	\$
		x \$	\$
Day Phone _____	<b>TOTAL RENTAL FEE</b> \$ _____		\$
Night Phone _____	Less Deposit \$ _____ =Balance Due		\$

Adult Supervisor on Site (Please print name)	<p>In consideration of being allowed to use the facilities of the Berea City School District, the undersigned for themselves and all members of their organization as well as the heirs, personal representatives and assigns of any of them, hereby waive all rights to file suit against Berea City School District, its agents or employees to recover damages by reason of personal injury, death or property damage. The undersigned understands and agrees that this document constitutes a waiver of legal rights and voluntarily agrees to the same.</p> <p>In further consideration of being allowed to use these facilities, the undersigned on behalf of himself/herself personally and the organization they represent agrees to indemnify and hold harmless the Board of Education of the Berea City School District, its agents and employees from any liability for personal injury, death, or property damage including costs of suit and reasonable attorney fees that may arise out of such use.</p>
Night Phone _____	
<b>The person designated to supervise this activity is also responsible for reporting accidents/injuries of participants or spectators. Accident report forms are available from each building custodian and from school administrators. Completed forms are to be returned to school personnel.</b>	
Michael Draves Director of Business	<b>TO THE BUILDING CUSTODIAN:</b>  List below late departures, damages or other concerns regarding this permit.

THE PERMIT HOLDER IS RESPONSIBLE FOR READING AND FOLLOWING THE RULES AND REGULATIONS.	<p>For questions about permits please email Deb Summers at: <a href="mailto:dsummers@beraschools.org">dsummers@beraschools.org</a>          ▶ See outside permit documents for available times for permits on district website @ <a href="http://www.berea.k12.oh.us">www.berea.k12.oh.us</a></p>
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