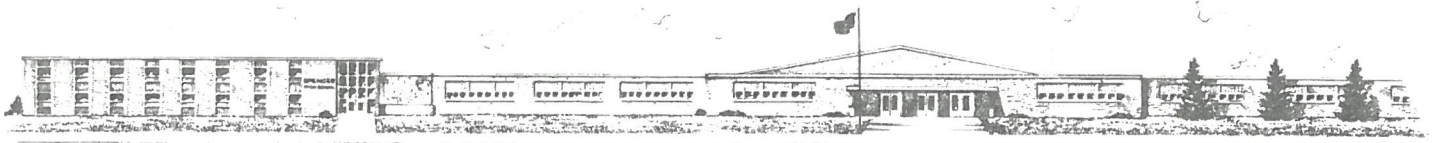


# SPENCER PUBLIC SCHOOLS



**Derek Evenson**  
**Building Facilities Manager**  
**608-487-4379**

Phone: 715-659-5347 Fax: 715-201-2597  
300 N School Street Spencer Wisconsin 54479

**Jason Gorst**  
**Superintendent**

## APPLICATION FOR USE OF SPENCER SCHOOL FOREST

Name of User or Group: \_\_\_\_\_

Date(s) of Use: \_\_\_\_\_ Time of Use: \_\_\_\_\_

Purpose of Use: \_\_\_\_\_

Facilities needed: \_\_\_\_\_ Education center \_\_\_\_\_ Pit toilets

List any special equipment needed:

Contact Name/ \_\_\_\_\_ Contact Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\* RETURN REQUESTS TO: [FacilityUse@spencer.k12.wi.us](mailto:FacilityUse@spencer.k12.wi.us), or turn in to any student office

Charge (if applicable)\*: \_\_\_\_\_. All charges are payable in advance. Make checks payable to Spencer Public Schools, 300 School St, Spencer WI 54479.

The applicant organization's representative has read and agrees to the established and "Facility Use Regulations" of the Spencer School Board. In Addition:

- \* The representative and the organization she/he represents, hereby agree and undertake to save and hold blameless the school district from any and all claims for damages, personal or otherwise, that may arise out of use of the property, whether by a member of his/her organization or by other persons using or enjoying said property, and without regard to whether the damage, personal or otherwise, is brought about or caused by negligence, whether on the part of the representative, organization, the school district, or all three.
- \* The representative and organization will be responsible for and agree to pay for damages done, exclusive of ordinary wear and tear.
- \* There is not to be any alcoholic beverages on the premises

Charge: \_\_\_\_\_ ( \$50/day., \$25/1/2 day.) Also a \$50 security deposit may be charged which would be returned after use, and facility is clean, there is no damage, and all garbage has been removed. All charges are payable in advance. Make checks payable to Spencer Public Schools, 300 School Street, Spencer, WI 54479.

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

School Authorization: \_\_\_\_\_

Date: \_\_\_\_\_