USE OF SCHOOL FACILITIES
REGIONAL SCHOOL UNIT # 22

_____wishes to use the _____
Name of Organization Name of School

On _____ from _____ to _____
Date of event

For the purpose of _____

Person making request _____ Gymnasium _____
Cafeteria/Stage _____
Kitchen _____
Classroom _____
Other Resources Needed _____

Address _____

Phone numbers _____

Comments _____

_____ _____
Date Building Principal's Signature

****

This request is approved _____ disapproved _____ with the following charges and/or

Stipulations: _____

Total cost: _____ _____
Signature of Superintendent of Schools

****

OFFICE USE

Invoice Sent _____ Fee paid _____ Initials _____
Date

****

RELEASE

In consideration of the use of premises of RSU #22, and specifically those as premises defined as: _____ the undersigned, acting for or on behalf of (Name of Group/Organization, Individual) _____ hereby releases RSU #22, its officers, directors, and employees from any and all liability arising from, or associated with the existence of hazards of the buildings or premises, including the ways immediately adjoining and parking lots, and any and all liability associated with the activities or operations which are to be conducted by or on behalf of the above names individual, group, or organization.

NOTES: 1) Requesting organizations must obtain $1,000,000 general liability insurance policy.
2) Please obtain certificate of insurance indicating policy coverage and stating that RSU #22 is an additional insured regarding use of facilities by (organization) _____ for the purpose of (event) _____ on (date) _____

_____ By: _____
Date

Title: _____