

Form

APPLICATION AND AGREEMENT FOR USE OF SCHOOL FACILITIES

Organization: _____

Date of this Request: _____ Facility Requested: _____

Number of Persons Using the Facility: _____ Date and Time of Use: _____

Purpose: _____

I have read the Spring Lake Board of Education policy and regulation 1330 Use of School Facilities and agree to comply fully with, said policy. It is understood and agreed that any damage to buildings, grounds or equipment of H. W. Mountz School, resulting in any way from the use of the facilities, shall be the responsibility of the persons and/or organizations set forth above, who are granted the use of the facilities. Said persons and/or organizations shall agree to indemnify and hold the Spring Lake Board of Education harmless for any such damage. It is further understood and agreed that any such persons and/or organizations shall, if requested, immediately tender the amount of insurance deductible maintained by the Board of Education to insure against such loss. Said payment shall in no way be construed to absolve the user of the facilities of any additional liability.

Organization	Adult in Charge	
	Address	
	Telephone	Cell Phone

This application is hereby approved except as follows: _____

Custodian requirements are as follows: _____

Date Chief School Administrator Signature

Submit certificate of insurance prior to beginning the program to verify coverage of the group and to name the Board of Education as additional insured.

Certificate of insurance valid through: _____ received; _____ Yes _____ No

Certificate endorses the SLBOE as additional insured for the activity: _____ Yes _____ No

Team Roster _____ Not Needed _____ Yes _____ No

SLBOE Meeting: _____ Approved: _____ Yes _____ No

**THIS FORM MUST BE SUBMITTED THE MONDAY PRIOR TO THE SCHEDULED BOE MEETING FOR APPROVAL
THIS FORM MUST BE IN THE SUPERVISOR'S POSSESSION DURING USE OF SCHOOL FACILITIES**