

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 _____
Address _____ Cafeteria/stage _____
Kitchen _____
Classroom _____

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 _____ Date _____ Fee paid _____ Date _____ Initials _____

RELEASE

In consideration of the use of premises of Regional School Unit 22, and specifically those 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 named 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 (dates) _____.

Date: _____ By: _____

Title: _____