

**BUILDING USE & RENTAL APPLICATION FOR
SCHOOLS OF MSAD #68**

Name of applicant _____

Address of applicant _____ Tel.# _____

School requested _____ Date(s) requested _____

Building section requested _____

Hours requested _____ Type of activity _____

Admission charged _____ Anticipated size of crowd _____ # of rehearsals and times _____

Needed below: Signatures, addresses, and telephone numbers of two or three sponsors who agree to be responsible for any violation caused by non-compliance with the rules and regulations of the MSAD #68 Board of Directors.

NAMES	ADDRESSES	TEL. #
_____	_____	_____
_____	_____	_____
_____	_____	_____

If the application is granted, the applicant is responsible for the payment of any rental and associated use charges, for the preservation of order and liability for any damage to the building and equipment or loss of property that may result, and for due observance of regulations of the Board. The applicant accepts full responsibility for any injuries that may occur to individuals associated with the activity or function for which the building is being used/rented.

APPLICANT PLEASE NOTE:

- ⇒ A non-refundable application processing fee of \$10.00 is due at the time any application is made, payable to the school being requested.
- ⇒ Rental fee to be billed after requested date of building use, if checked off below.
- ⇒ Custodial fee to be billed after requested date of building use, if checked off below.
- ⇒ A Certificate of Insurance naming MSAD #68 as "Additional Insured" will be provided or liability insurance through the District will be purchased at user expense prior to use.

Applicant's signature _____ Date _____

<p>BUILDING USE ONLY: Application processing fee received _____ (date)</p> <p>Rental fee to be charged? _____ Yes _____ No</p> <p>Custodian to be hired? _____ Yes _____ No*</p> <p>*If no; identify responsible school personnel: _____</p> <p>Authorized by: _____, Principal _____ (date)</p>

<p>CENTRAL OFFICE USE ONLY:</p> <p>Application approved for _____ hours on _____</p> <p>Certificate of Insurance received or liability insurance purchased: _____ (date)</p> <p>Application rejected. Reason _____</p> <p>Signed, _____, Supt. of Schools, MSAD #68</p>
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