

COLUMBUS GROVE LOCAL SCHOOLS

APPLICATION FOR USE OF SCHOOL FACILITIES

DATE _____

BUILDING TO BE USED _____

DATE (S) TO BE USED _____ HOURS _____ TO _____

WILL ADMISSION BE CHARGED? _____

ORGANIZATION REQUESTING FACILITY _____

PURPOSE _____

PERSON WHO WILL BE PRESENT AND RESPONSIBLE FOR ALL DAMAGES:

(Printed Name) (Signature)

(Address)

(Phone) (Email)

THE INDIVIDUAL AND ORGANIZATION USING THE FACILITY WILL:

1. BE RESPONSIBLE FOR ALL DAMAGES DONE TO THE BUILDING.
2. BE RESPONSIBLE FOR CROWD CONTROL SO THE SPECTATORS AND PARTICIPANTS REMAIN IN THE AREA REQUESTED.
3. NOT USE SCHOOL EQUIPMENT UNLESS PERMISSION HAS BEEN GRANTED BY THE ADMINISTRATION.
4. BE RESPONSIBLE FOR COMPLETING THE YELLOW FACILITY USE FORM OR PAGE 2 OF THIS DOCUMENT AFTER USING THE FACILITIES AND RETURNING TO THE ATHLETIC DIRECTOR'S OFFICE.

THE COLUMBUS GROVE BOARD OF EDUCATION AND ADMINISTRATION WILL NOT BE RESPONSIBLE FOR ANY INJURY INCURRED WHILE USING THE FACILITIES OF THE COLUMBUS GROVE LOCAL SCHOOLS.

Approved _____
(Principal)

Denied _____
(Superintendent)