

REQUEST FOR USE OF SCHOOL BUILDING

Request to use _____ School Building

Date building to be used _____

Name of organization requesting use _____

Purpose for which building is to be used _____

If kitchen is to be used, give name of school Food Service employee that will be on duty _____

_____ further agrees to hold
(Name of organization/group requesting use)
 harmless (not responsible or liable) the Greene County Board of Education, or any employee of said Board, in the event of accident, injury or death occurring from the use of the building, equipment, facilities or grounds of the Greene County Board of Education.

 Signature, Organization/Group Representative

Satisfactory arrangements regarding use of the building on the above date have () have not () been made with me, and I recommend () do not recommend () approval of this request.

Principal of School

PERSONNEL CHARGES:

A minimum charge of time and a half per person and a total charge to be figured at the rate of time and a half per hour is made for custodial and cafeteria personnel.

CDHS Auditorium – Use of auditorium sound after school hours would require technician to be onsite. The rate for this support is \$100 minimum (up to four (4) hours onsite). Hours exceeding four (4) can be negotiated with the maximum rate for one day of \$250 (between eight (8) to ten (10) hours).

MAINTENANCE AND UTILITES CHARGES:

Flat rate fee schedule of \$50.00 for the first 4 hours and \$50.00 every additional 4 hours thereafter.

Revised: May 2016