



# Fremont County School District #24

112 West 3rd Street

Shoshoni, WY 82649

Administration (307) 876-2583 Elementary K-6 (307) 876-2563 Secondary 7-12 (307) 876-2576



## REQUEST FOR USE OF DISTRICT FACILITIES

Name of Event		Date submitted	
Requesting Group			
Name of individual in charge		Phone	
Mailing Address			
Date/Times needed:		Room(s) requested	
Date	from to		
Date	from to		
Date	from to		
Date	from to		
Setup or equipment needed? Work Request (outside groups make request by email to Maintenance Director)		Do you need a custodian on duty? Yes No If yes, times: from to	
Will admission be taken? Yes No		Estimated Attendance	

A part of this agreement for rental is the assumption of responsibility by the user for proper and adequate supervision and care of Fremont County School District #24 (District) facilities. District policies concerning smoking, drinking, and other tobacco use on school premises as well as the blood borne pathogen procedures shall be enforced. The user also agrees to be responsible for any damages not considered to be "normal wear."

Persons or entities desiring to use the District's facilities agree to hold the District, it's agents, employees, and representatives harmless from any and all liabilities, cost or expense arising from the use of the facility, and to indemnify the District, it's agents, employees, and representatives from any such liability or expense.

An official representative of the above organization must sign the application.

\_\_\_\_\_  
Signature of Representative Date

### APPROVED BY:

\_\_\_\_\_  
Signature of District Representative (Principal or Superintendent) Date

*Deliver to Teri Turner as soon as required signatures are acquired.*

Fees:	Rental of facility	\$	
	Custodial Services	\$	
	Total	\$	
Record of Payment	Deposit	\$	
		Received by	Date
	Balance	\$	
		Received by	Date