

SHERIDAN COUNTY SCHOOL DISTRICT #3
APPLICATION FOR USE OF SCHOOL BUILDINGS/FACILITIES/EQUIPMENT

Date Received _____

- A. Building/Facility to be used: _____
Please Explain _____
- B. Organization requesting use: _____ Thru Rec. Dept. Yes _____ No _____
- C. Will admission be charged? yes _____ no _____ Fee charged _____
- D. Is this a community service project? yes _____ no _____ If yes, indicate how community benefits.
_____ How many participants? _____
- F. Date(s) _____ Day(s) of Week Mon Tues Wed Thu Fri Sat Sun
Time: From _____ to _____ (_____ first person in to last person out)
- G. Special Conditions/Equipment needed: _____
- H. Person in charge/responsible: Printed Name _____ Title _____
Mailing address _____
Telephone(Home) _____ (Work) _____

FOR SCHOOL DISTRICT USE ONLY

Special Instructions/Building Comments: _____

Recommend _____	Not recommend _____	Approved _____	Disapproved _____
PRINCIPAL _____		SUPERINTENDENT _____	

Date: _____ Date: _____

CONDITIONS FOR BUILDING USE

1. All users shall leave the building by 10:00 p.m.
2. Food is allowed in certain restricted areas.
3. No alcohol, smoking, or controlled substances or person(s) under the influence of alcohol or controlled substances are allowed on school properties.
4. School administrators shall have access to the facilities at all times.
5. The person who signs the application is solely responsible for the care and protection of the building and equipment and must see that the facility is left in the same or better condition after the activity than before the activity.
6. Scheduled activities may be canceled because school activities have first priority.
7. A schedule of events or explanation of planned activities must be furnished upon request.
8. The administrators shall have the right to revoke privileges of outside groups at any time for just cause.
9. Buildings will not be committed to outside groups for extended periods of time.
10. The school district will not assume liability for accidents or thefts during outside group use
11. Specific rules for individual buildings will be furnished by the principal in charge.
12. No "tipping" of school employees is allowed.
13. Groups bringing in equipment shall state its intended use. This to avoid damage to the building.
14. Groups will confine themselves to the area of the building they have permission to use.
15. Adult supervision is required of all activities.
16. The school reserves all concession rights.