# PALISADES SCHOOL DISTRICT
# APPLICATION FOR USE OF SCHOOL FACILITIES
# OUTSIDE GROUPS CLASSIFICATIONS C,D,E, & F

**(PLEASE TYPE OR PRINT – File at least three (3) week prior to event)** **Date of Application_____**

_____ _____ _____
Name of Organization | Organization Address | Phone

The undersigned hereby makes application for use of school facilities as follows:

Name of Building Requested _____

When is the facility needed-List day, date and times ( Be specific, attach extra paper if necessary) _____

_____

Facilities Requested:

| | | |
|---|---|---|
| _____ Auditorium | _____ Kitchen - Preparing | _____Classroom (Specify) _____ |
| _____ Cafeteria | _____ Gymnasium | _____ Outdoor Area (Specify)_____ |
| _____ Kitchen/Serving | _____ Multi-Purpose Room | _____ Other (Specify)_____ |

State Purpose of use (Be specific)_____

_____

Will an admission fee be charged? _____ Yes _____ No

Equipment Requested (* Must be operated/provided by school personnel):

| | | |
|---|---|---|
| _____ Sound System | _____Scoreboard* | _____Tables and/or Chairs (Detail Below) |
| _____ Stage Lighting* | _____ Folding Stands | _____ Kitchen Equipment* (Detail Below) |
| _____ Other Stage Equipment (Detail Below) | _____ Piano | _____ Athletic Equipment (Detail Below) |
| | | _____ Other (Detail Below) |

Detail of Equipment Requested: _____

_____

List name, address and phone number of two responsible officials, one of whom will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations.

_____ _____ _____ _____
Name – (type or print) | Street/State/Zip Code | Phone | Email Address

_____ _____ _____ _____
Name – (type or print) | Street/State/Zip Code | Phone | Email Address

I/we certify that I/we have read and understand the regulations of the Palisades School District concerning the use of school Buildings and further that I/we forever release the Palisades School District, its directors, agents and employees from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. That upon prompt notice it will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents or employees and further it would hold harmless and indemnify the said School Directors and School District, from any expenses and judgments or decrees recovered against them as result of the said use of these facilities.

_____ _____ _____ _____
Signature of Responsible Official | Date | Signature of Responsible Official | Date

**Mail all copies of the completed application and insurance certificate to:**

**Director of Activities**
**Palisades High School**
**35 Church Hill Road**
**Kintnersville, PA 18930**

**Ignoring rules or abusing the facility could result in fines and/or loss of access to all of the Palisades School District facilities.**

Approved By: _____ Date: _____
Director of Activities

Building and/or Facility: _____Personnel Assigned:_____

Equipment Approved: _____

Original – Director of Activities Yellow – Organization Pink – Building Office Goldenrod – Supervisor of Facilities Engineering