



Facilities Request Form

Union School Corporation
8707 W. US HWY 36
Modoc, IN 47358
765-853-5421
Fax: 765-853-6057

Application and Agreement

Whereas, the undersigned recognized that school trustees are obligated to the whole public for the protection, proper use and supervision of public school property; realizes that such property is never "for rent" in the sense that a civic auditorium, theater, and other rental properties are available; knows that such population-even when maintenance and expense fees are paid; is fully aware that school facilities must be in complete daily readiness for their designated function for educating school children; understands that no non-school use must be permitted to interfere-even slightly-with the educational progress of the schools; and sense the necessity for a policy consistently impartial and fair to all taxpayer owners of those facilities. **It is understood that the facilities will be returned in the same condition they were found prior to usage. It is also understood that any damage to facilities or equipment which might occur as a result of this usage will be the responsibility of the user.** WHEREFORE, SAID UNDERSIGNED agrees to observe both the letter and the spirit of the regulations attached to this agreement and hereby request the use of facilities of the Union School Corporation as follows:

Facility Requested: Please note that fees may apply.

<input type="checkbox"/>	Lunchroom	<input type="checkbox"/>	Elementary Gym
<input type="checkbox"/>	Cafeteria Kitchen	<input type="checkbox"/>	High School Gym
<input type="checkbox"/>	Commons	<input type="checkbox"/>	Other (Please specify)_____

Date Desired 1st Choice _____ 2nd Choice _____

Set-up Time _____ Event Time _____ Clean-up Completed _____

Nature of Event/Program _____

Special Set-up Needs _____ Technology needs _____

Organization _____ Contact Person _____

Phone Number _____ E-mail _____

Signature of authorized representative(s) _____

Date _____

Please sign and return to the Superintendent's Office for Board Approval.

Signature of Superintendent _____ Date _____