

PARKER UNIFIED SCHOOL DISTRICT #27
FAX 928-669-2515 1608 Laguna Avenue

NOTE: Please complete this form and return to the District Office at least seven (7) days prior to the date of facility use. A Certificate of Public Liability Insurance must accompany this application, with PUSD named as the additional insured (Certificate Holder), unless valid proof of insurance is already on file with the District Office.

1. Date of Application: _____ 2. Name of Organization: _____

3. Address: _____

4. Phone: _____ 5. Fax: _____

6. Type of Activity: _____

7. Date of Activity: _____ 8. Time: _____

9. Building or Area Requested: _____

10. Approximate Number of People Expected to Attend the Activity:
(Note: The number of people allowed in attendance at an activity is limited to the seating capacity of the facility.) _____

11. Admission Fee to be charged: Adults \$ _____ Children \$ _____ Other \$ _____

12. Equipment Needed (tables, chairs, etc) _____

The sponsoring organization agrees to abide by the rules and policies of PUSD #27 and will be responsible for all damages to property, not including ordinary wear and tear. User has read and understands all of the rules associated with the use of school facilities. The following person is the official representative of the organization using the facilities.

Printed Name

Signature

TO BE FILLED OUT BY SCHOOL DISTRICT PERSONNEL:

The designated Class, rental fee, equipment lease, and/or personnel and supply costs for this activity are:

CLASS I - No charge

CLASS II Rent \$ _____ Equipment Lease \$ _____ Other \$ _____ Total \$ _____

CLASS III Rent \$ _____ Equipment Lease \$ _____ Other \$ _____ Total \$ _____

The sponsoring organization must arrange for added security for this activity: Yes No

Proof of insurance has been provided, and is on file at the District Office: Yes No

Payment, if applicable, is due before the event. Please pick up keys at the main office of the school you are reserving. Organization is responsible for cleanup.

Signature of School Official _____
Date Yes _____
Reservation Approved

The guidelines established for "Community Use of School Facilities" and Board Rules and Regulations outlined in Policy KGB - "Public Conduct on School Property" shall be followed during the above activity.