

Application & Permit for Use of School Buildings & Facilities

North Bend Public Schools, 1913 Meade Street, North Bend, OR 97459

DATE _____ SCHOOL _____

Organization or Individual: _____

School / Facilities / Rooms Requested: _____

Date(s): _____ Time(s): _____

Purpose and Activity (Describe fully):

Admission Charge: Y / N If YES, proceeds to: _____

Additional Services Requested (will require additional fees in accordance with Board policy KG & KG-AR):

- ☐ Chairs, number _____
- ☐ Tables, number _____
- ☐ Move high school bleachers
- ☐ Set up stage in high school gym
- ☐ Scoreboards, number _____

- ☐ Kitchen, number of hours _____
- ☐ Special lighting _____
- ☐ Lectern _____
- ☐ Sound system _____
- ☐ Other _____

DISTRICT USE ONLY

Fee for room rental \$ _____ ESTIMATED additional fees \$ _____

I agree to be responsible for the conduct of the audience in and about the building and for any damage which may occur to school property incident to my occupancy thereof; and I also hereby agree to indemnify and hold harmless the School District from any and all claims, loss, cost of damage arising out of the use of the building covered by this application; and I further agree, that the school property will be used in accordance with rules and regulations of the District School Board and facility administrator.

The right is reserved to cancel this permit at any time. When the building is not to be used on the date requested, the school office is to be notified at least one day prior to that date.

Signature of Applicant

Phone Number

Address

City State Zip

Approved by:

Principal or Athletic Director