



## Fairfield Independent School District Application to Use School Facilities

I have read and fully understand the foregoing policies and regulations pertaining to the use of school facilities within the Fairfield Independent School District and agree that I am fully responsible to abide by them.

I respectfully request the use of the following facilities:

\_\_\_\_\_

I will need the following special equipment:

\_\_\_\_\_

to be used on date(s): \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

for the following purpose: \_\_\_\_\_

Number of adults attending: \_\_\_\_\_ Number of students attending: \_\_\_\_\_

- Will you need access to the kitchen for any reason? Please circle one: YES NO  
*If you circled yes, you will need to complete the Kitchen Usage Policy and Agreement Form.*
- Will you require air conditioning or heating? Please circle one: YES NO

The District reserves the right to require user to pay a fee for security.

Usage Fees – Office Use Only	
AC/Heating:	\$ _____
Security:	\$ _____
Cleaning Service: \$12.50/hour – billed separately	_____
Kitchen Usage: \$15/hour – billed separately	_____
Notes:	_____

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Name of Person Responsible

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Address and Phone Number of Organization

\_\_\_\_\_  
Signature of Responsible Person

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of School Superintendent