

Date _____

REQUEST IS HEREBY MADE BY UNDERSIGNED FOR THE USE OF THE FOLLOWING SCHOOL PREMISES ON THE DATE LISTED BELOW.

THE DATE REQUESTED IS _____

HOURS FROM _____ TO _____

NAME OF ORGANIZATION _____

AUTHORIZED PERSON AND ADDRESS RESPONSIBLE FOR PAYMENT OF FEE AND CERTIFICATE OF INSURANCE:

FACILITY DESIRED (Please check)	BUILDING _____
GYM _____	MULTI-PURPOSE ROOM _____
CLASSROOM _____	ATHLETIC FIELD _____
	CAFETERIA _____
	OTHER _____

PURPOSE OF MEETING (Please describe fully including number of estimated people in attendance)

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SET UP INSTRUCTIONS FOR FACILITIES NEEDED ABOVE (Attach information if necessary)

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SCHOOL PERSONNEL (Beyond basic custodial) TO BE HIRED BY THE ORGANIZATION AT A CHARGE EXCEEDING THE RENTAL FEE (Subject to availability) (*PLEASE INDICATE NUMBER*)

MAINTENANCE _____ ADDITIONAL CUSTODIAN _____ GROUNDSPERSON _____

FEES ON REVERSE SIDE (This is the only invoice you will receive)

AFFIDAVIT

The undersigned stated that, to the best of his knowledge, the school property for use of which application is hereby made, will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the Government of the United States by force, violence or other unlawful means.

That this organization whose behalf he is making application for use of school property, does not, to the best of his knowledge, advocate the overthrow of the Government of the United States or State of Illinois by force, violence, or other unlawful means, and that, to the best of his knowledge, it is not a communist-action organization or communist-front organization required by law to be registered with the Attorney General of the United States. This statement is made under the penalties of perjury.

We hereby certify that we shall be personally responsible, on behalf of our organization, for any damage sustained by the school premises, furniture, or equipment because of the occupancy of said premises by our organization. We agree to abide by and to enforce the rules, regulations and policies of Mahomet-Seymour School District No.3 governing the use of school premises. (All Mahomet-Seymour School District No. 3 facilities are smoke-free.)

AUTHORIZED SIGNATURE OF APPLICANT _____
(Please sign in ink)

APPLICANT'S TELEPHONE NUMBER _____

DO NOT WRITE BELOW THIS LINE

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RENTAL FEE MUST BE PAID IN ADVANCE

RENTAL FEE _____ DATE PAID _____

CERTIFICATE OF INSURANCE MUST BE ON FILE PRIOR TO USE OF THE FACILITY

CERT. RECEIVED _____

APPROVED BY: _____
(Principal) (Superintendent)