

HANOVER-HORTON SCHOOL DISTRICT  
 (517) 563-0100  
 APPLICATION AND PERMIT FOR USE OF SCHOOL BUILDINGS

Building to be used \_\_\_\_\_ Building to be opened at \_\_\_\_\_ o'clock  
 Rental date \_\_\_\_\_ Activity time \_\_\_\_\_ to \_\_\_\_\_

Group using Facilities \_\_\_\_\_

Percent of group members living in district \_\_\_\_\_

Arrangements made by \_\_\_\_\_  
 Name Address Phone

Adult in charge at time of function \_\_\_\_\_  
 Name Address Phone

Purpose of Rental \_\_\_\_\_ Est. No. attending \_\_\_\_\_

Admission Fee \_\_\_\_\_

FEE SCHEDULE

PERSONNEL AND EQUIPMENT REQUIRED:

Rental Fee \_\_\_\_\_  
 Custodial Charge at \_\_\_\_\_/hour \_\_\_\_\_

Kitchen \_\_\_\_\_ P.A. System \_\_\_\_\_

Chairs \_\_\_\_\_ Scoreboard \_\_\_\_\_

Cook Charge at \_\_\_\_\_/hour \_\_\_\_\_

Projector \_\_\_\_\_ Bleachers \_\_\_\_\_

Other \_\_\_\_\_

Screen \_\_\_\_\_ Shower Room \_\_\_\_\_

Total Fees Due \_\_\_\_\_

Tables \_\_\_\_\_

Date Paid \_\_\_\_\_

Other \_\_\_\_\_

Comments: \_\_\_\_\_

As a representative of the applicant, the undersigned agrees to the use of the above listed school facilities in accordance with the CONDITIONS OF RENTAL as stated on the reverse side of this application.  
 Proof of liability insurance is required for non-school groups.

\_\_\_\_\_  
 Authorized Representative

Date \_\_\_\_\_

\_\_\_\_\_  
 Organization

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Permission is hereby granted to the above named group to use the facilities described.

HANOVER-HORTON SCHOOL DISTRICT

Date Approved \_\_\_\_\_

\_\_\_\_\_  
 School Representative

NON-SCHOOL ACTIVITIES ARE SUBJECT TO CANCELLATION AND/OR TIME OR ROOM CHANGES,  
 SCHOOL ACTIVITIES TAKE PRECEDENCE.

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white copy - building use scheduling office  
 yellow copy - building & grounds supervisor