

Building Rental Application



Building Desired: _____ **Name of Group:** _____
Contact: _____ **Address:** _____
Phone: _____
Date of Use: _____
Alternate Dates: _____
Between the hrs. _____ **and** _____
Type of Activity: _____

Will Admission be charged? _____ **Will refreshments be served?** _____
Will anything be sold? _____ **Anticipated attendance?** _____

Facilities Requested:

<input type="checkbox"/>	Mollenkopf Stadium
<input type="checkbox"/>	Auditorium - No of persons to be seated: _____
<input type="checkbox"/>	Cafeteria - No of persons to be seated: _____
<input type="checkbox"/>	Gymnasium
<input type="checkbox"/>	Cafeterium
<input type="checkbox"/>	Showers/Locker Rooms
<input type="checkbox"/>	Multi-purpose Room - No of persons to be seated: _____
<input type="checkbox"/>	All things needed for a football game
<input type="checkbox"/>	Playground
<input type="checkbox"/>	Library
<input type="checkbox"/>	Swimming Pool

Equipment Desired:

<input type="checkbox"/>	TV/VCR
<input type="checkbox"/>	PA System if available
<input type="checkbox"/>	Piano
<input type="checkbox"/>	Spotlight (WGH/WWR only)
<input type="checkbox"/>	Electric Scoreboard (HS/MS only)
<input type="checkbox"/>	Chairs on Stage
<input type="checkbox"/>	Tables on Stage
<input type="checkbox"/>	Speaker's Stand
<input type="checkbox"/>	1 Microphone
<input type="checkbox"/>	Risers
<input type="checkbox"/>	BLEACHERS (one side)
<input type="checkbox"/>	Chairs down front: _____

SECURITY OFFICER(S) WILL BE REQUIRED FOR LARGE EVENTS. THE NUMBER OF OFFICERS WILL BE DETERMINED BY THE BUSINESS OFFICE.

Computers/laptops, projection equipment, cables, remotes, and other District technology items will not be provided for any building rental. If these items are required, they must be provided by the renter.

I (we) the undersigned, hereby certified that the above mentioned ground does not discriminate against any persons in its admission or membership policies, and that it does not otherwise practice or permit to be practice or permit discrimination against any person on the basis of religion, color, sex or national origin.

The Renter agrees to provide evidence of financial responsibility upon request. Renters are required to carry liability insurance coverage in the amount of \$500,000 per person/\$2,000,000 per incident which also indicates that the owner of rented property, the Warren City Schools' Board of Education, will be held harmless in the event of an accident or injury or any other cause of possible litigation or financial loss.

Board Policy 7510 & Administrative Guidelines 7510A

PROOF OF LIABILITY INSURANCE COVERAGE IS REQUIRED IN ADVANCE OF ALL RENTALS.

Signature of Applicant

Date of Application

Please complete this form and return it to:

Business Office
 105 High Street,
 Warren Ohio 44481
 (330) 841-2321 ext 7106
 (330) 841-2300 (FAX)

All Warren City District Property is Drug and Smoke-Free