



# HOWLAND LOCAL SCHOOLS

## SCHOOL PREMISES REQUEST/RENTAL

DATE: 9-11-18

GROUP:

Hm Serves

## FEE SCHEDULE

HIGH SCHOOL GYM	\$50/HOUR
MIDDLE SCHOOL GYM	\$50/HOUR
HIGH SCHOOL CAFÉ	\$50/HOUR
MIDDLE SCHOOL CAFÉ	\$50/HOUR
HIGH SCHOOL LIBRARY/MEDIA	\$40/HOUR
MIDDLE SCHOOL LIBRARY/MEDIA	\$40/HOUR
MIDDLE SCHOOL STAGE	\$50/HOUR
ELEMENTARY ALL PURPOSE ROOMS	\$50/HOUR
ALL CLASS ROOMS	\$40/HOUR
SOCÇER STADIUM	\$500/NIGHT
FOOTBALL STADIUM	\$2000/NIGHT

DATES NEEDED:

Fri 9-14-18

## SPECIAL REQUIREMENTS

☐ COOKING FACILITIES    ☐ PODIUM  
☐ LIGHTS    ☐ MICROPHONE  
☐ RISERS    ☐ SPOTLIGHT  
☐ LADDERS    ☐ DVD  
☐ OVERHEAD    ☐ TELEVISION  
☐ FURNITURE LIST

ACTIVITY:

Meeting

## RESERVATION

☒ HIGH SCHOOL    ☐ GYM  
☒ MIDDLE SCHOOL    ☐ UPPER GYM  
☐ HC MINES    ☐ WEIGHT ROOM  
☐ NORTH ROAD    ☒ CAFETERIA  
☐ GLEN    ☐ KITCHEN  
☐ SPRINGS    ☐ LIBRARY/MEDIA  
                          ☐ G82/HEALTH ROOM  
                          ☐ MS STAGE

ROOM LIST:

ACTIVITY START TIME 2:35 - 3:15BLDG USE TIME FROM 2:35 TO 3:15TOTAL HOURS 1ANTICIPATED ATTENDANCE 75

SPECIAL SET UP INSTRUCTIONS:

REQUESTED BY

Janice Castner

PHONE

330-585-9223

ADDRESS

Rm 154 Mdl Sch

APPROVED

PRINCIPAL

ACTIVITIES DIRECTOR

DATE APPROVED

9/11/18

DATE APPROVED

9/12/18

OFFICE USE ONLY

FEE \$ \_\_\_\_\_ PAID \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

☐ PROOF OF LIABILITY COVERAGE REQUIRED FOR GYM AND STADIUM RENTAL FOR OUTSIDE GROUPS AND TEAMS.

NOTE: ALL RENTAL FEES ARE TO BE PAID IN ADVANCE. MAKE CHECKS PAYABLE TO HOWLAND LOCAL SCHOOLS. FEES ARE REFUNDABLE IF CANCELLATION IS MADE 24 HOURS PRIOR TO THE EVENT.

CC: CUSTODIAN

ALL RENTALS AND PERMITS SUBJECT TO BOARD POLICY AND THE RENTAL RESTRICTION LISTED ON THE BACK.