

**APPLICATION FOR USE OF FACILITIES
ROCK ISLAND-MILAN SCHOOL DISTRICT 41
2101 SIXTH AVENUE
ROCK ISLAND, ILLINOIS 61201
(Complete top portion and return to Building Principal)**

- 1. Name of Organization (person) _____
 Address _____ Zip Code _____ Phone No. _____
- 2. Building/Facility Requested _____
 Parts of Building to be used _____
- 3. Date(s) of Use _____
 Time Open _____ Time Closed _____
- 4. Specific Purpose of Building Usage _____
 Estimated Number of People _____
- 5. Request to bring into building _____
- 6. Request for Sale of Following Concessions _____
- 7. Special Equipment/Facilities _____
 P.A. System _____ Concession _____ Spotlight _____ Room Space _____ Piano(s) _____
 Chair set up _____ Other _____
- 8. Where required, Adult Supervisor name _____

9. **CONTRACT CONDITIONS:** The undersigned, who is 21 years of age or over, agrees that he/she will be responsible to the Board of Education for the use and care of the school property and assures that the character of entertainment will conform with that stated in this application. Policies governing the use of Rock Island-Milan school buildings outlined on the back of this application will be respected. Prior to building usage, the lessee will provide a certificate of insurance listing Rock Island-Milan School District 41 as additional insured and evidencing a comprehensive liability policy insuring the leasing organization with limits of coverage of \$1,000,000 general liability-occurrence, \$2,000,000 general liability-aggregate and \$500,000 property damage. Lessee further covenants and agrees to indemnify and hold the Board of Education harmless against any and all liability that said Board of Education may be answerable for in consequence of said lease.

Signature of Applicant _____ Title _____
Address _____ Zip _____ Phone No. _____ Date _____

TO BE COMPLETED BY BUILDING PRINCIPAL

Staff necessary for rental: Custodial _____ Supervisory _____ Security _____ Police _____

Recommendations or comments _____

Signature of Principal _____

Community Relations

Exhibit – Contract for the Use of Facilities

**Rock Island-Milan School District #41
2101 SIXTH AVENUE
Rock Island, ILLINOIS 61201**

DATE: _____

Name of Organization (Person) _____

Address _____ Zip _____ Phone _____

Email Address: _____

Building/Facility Used _____

Part(s) of Building Used _____

Date(s) of Use _____

Hours of Use _____ Time Bldg Opened _____

Purpose _____

Estimated Number of People _____

Permission to bring into the building _____

The undersigned, who is to be in charge of the function listed above, is 21 years of age or over and agrees that he/she will be responsible to the Board of Education for the use and care of the school property. He/She further agrees that the character of the entertainment will conform with that stated on the application.

The lessee agrees to furnish a certificate of insurance listing Rock Island-Milan School District #41 as additional insured and evidencing a comprehensive general liability policy insuring the leasing organization with limits of coverage of \$500,000 property damage and \$1,000,000/\$2,000,000 general liability.

Lessee hereby agrees that the application is made subject to the rules of the Board of Education. Lessee further covenants and agrees to indemnify and hold the Board of Education harmless against any and all liability that said Board of Education may be answerable for in consequence of said lease.

Rock Island-Milan School District #41

Lessee: _____
(Organization's Name)

By: _____

By: _____

Robert Beckwith
Chief Financial Officer

Title: _____

Signature of responsible adult in attendance

DATED: January 1, 2011