File: KG-E

Milford Exempted Village School District FACILITY USE AUTHORIZATION AND RENTAL APPLICATION

For Individuals and Community Groups

Name of Group:	Type of Activity:					
Type of Group: Commercial Non-Profit						
# of Participants/Spectators:			# of Adults/Supervisors in Charge:			
# of Participants that a	re Milford EVSD	Residents		_	_	
Location (circle one):	High School	Jr. High	Boyd E. Sm	ith Seipelt Elem.		
	Meadowview	McCormick	Mulberry	Pattiso	on	
	Main	Miami/ Presch	ool	Board Office		
Proof of Insurance Atta	ached?: Yes	No				
Specify Area/Room:						_
Date(s) of Activity			y of Week			
					am pm To	_
					am pm To	
				From	am pm To	am pm
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Section II: (To be completed by building principal or their designee)
Custodial Services Needed: Yes No (approx. # of hrs x per hour \$ = \$)
Facility use approved Not approved Signed: Date:
(Forward to business office for final approval)
Section III: (To be completed by business office) Custodial Services Needed: Yes No (approx. # of hrs x per hour \$ = \$) Proof of Insurance: Yes No
Community Group Non-Profit Group
Rental Rate Facility use approved Not approved Signed: Date:

Revised: 2/10/86; 5/17/90; 6/20/96; 8/21/03; 2/2004, 6/27/08, 3/17/11

Milford Exempted Village School District, Milford, Ohio