

Hanover Park Regional High School District
75 Mt. Pleasant Avenue, East Hanover, NJ 07936

APPLICATION FOR THE USE OF SCHOOL FACILITIES

(Please complete and return along with a copy of your **Certificate of Insurance**)

Date: _____

1. Name of Organization: _____
2. Name of Sponsor: _____
(This shall be the person responsible for enforcing the regulations of the Board of Education. He/she shall also be personally responsible for making all necessary arrangements with the school and shall sign the application)
3. Facility Requested: _____
(School)
 Athletic Fields ☐ Cafeteria ☐ Commons ☐ Classroom (No.) ☐
 Gymnasium ☐ Theater ☐ Other ☐
4. Purpose for which facilities are requested: _____

5. Date(s) of Use (include all rehearsals, if any):

<u>Day of Week</u>	<u>Date</u>	<u>Purpose</u>	<u>From</u>	<u>Time</u>	<u>To</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

6. School equipment requested:

Folding Chairs (No.) _____ Piano ☐ Projector ☐ Risers, H.S. ☐
 Speaker Stand ☐ Stage Lights ☐ Public Address System ☐ Other ☐

I have read the rules and regulations of the Board of Education and hereby agree to abide by and enforce them including (youth sports teams only) Policy and Regulation 2431.4 Prevention and Treatment of Sports-Related Concussion and Head Injuries. I further agree to be responsible for any damages arising from the use of these facilities.

Signature of Sponsor: _____
(Organization)

Address: _____ Telephone No.: _____
Email: _____

For Office Use Only:

Date Checked and Recorded: _____

Deposit: _____ Rental Charge: _____ Stage Charge: _____ Service Charge: _____

Police Charge: _____ Custodial Charge: _____ **Total Charge:** _____

			Approved	Not Approved
Athletic Director	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Principal:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Superintendent:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Business Administrator:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>



Office of the Superintendent

HANOVER PARK REGIONAL HIGH SCHOOL DISTRICT

Serving East Hanover Township, Florham Park Borough and Hanover Township



Maria C. Carrell
Superintendent of Schools

75 Mt. Pleasant Avenue
East Hanover, New Jersey 07936

William F. Albert, Jr.
Business Administrator/Board Secretary

Office - (973) 887-0320
Fax - (973) 887-9247

Statement of Compliance - Policy 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries

Any youth sports team organization that is granted permission to use school facilities must provide the school district proof of an insurance policy against liability for any bodily injury in the amount of not less than \$50,000 per person per occurrence, insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries, which will be provided to the adult representative of the requesting organization with the application to use school facilities.

On behalf of _____ (Organization), we agree to comply with Policy & Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries and have provided an applicable Certificate of Insurance meeting district requirements.

Signature: _____

Name: _____

Date: _____

Organization: _____