

ELLSWORTH SCHOOL DEPARTMENT

IHA1-E

LIVE/OUTSIDE WORK PROJECT REQUEST FORM

Hancock County Technical Center
112 Boggy Brook Road
Ellsworth, ME 04605

Telephone: (207)667-9729 Facsimile: (207)667-7138

All tasks performed on Live/Outside Work (LOW) projects are conducted by the students under instructor guidance as an applied learning experience. All instructional projects must meet the education requirements of the Ellsworth School Department approved Program Curriculum.

THE DIRECTOR OF THE HCTC RESERVES THE RIGHT TO ACCEPT OR REJECT ANY LOW PROJECT REQUESTS

Client Name: Telephone:

Mailing Address:

Program Involved: Instructor:

Date of Request: Requested Completion Date:

Project Description: Provide pertinent information required for the instructional project, i.e. specifications, dimensions, etc. (Use reverse if additional space is needed).

AGREEMENT: I, the undersigned, hereby agree to indemnify and save harmless Ellsworth School Department (ESD), the ESD Board (ESDB), the Hancock County Technical Center and any agents, officers, or employees thereof, against any courses of action, claims of damages, theft, or injuries arising out of, or in any way connected with the learning experience involved; and to accept full responsibility for the cost which will be incurred in the preparation and repair of the above described instructional project.

Client's Signature: Date:

Office Use Only:

Project completion meets the following educational requirements:

Estimated Cost: \$ Estimated Start Date: Estimated Completion Date:

Instructor signature (approval of estimate): Date:

Actual Cost: \$ Actual Completion Date:

Payment Received on: , by:

Adopted: October 14, 2014
Reviewed: April 10, 2018