LEE COUNTY SCHOOL DISTRICT NO. 1

BUILDING RENTAL APPLICATION

Date of Application: \_\_\_\_\_\_\_\_\_\_ Date of Use: \_\_\_\_\_\_\_: From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_

Request Permission To Use ASLA Gym/ Cafeteria LHS Auditorium/Cafeteria/ Kitchen

Name of Individual/Group/Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time Requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Attendees \_\_\_\_\_\_\_\_\_

Purpose of Activity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*Responsible Party will be liable for all charges specified in this agreement.

**Non-refundable Deposit amount $100.00**

**Funeral/Repast (Flat Fee for 3 hours) $250.00**

**Rental Fee for other events (Flat Fee for 5 hours) $500.00**

**No Refunds if event is held. Cancellation policy-If total amount is paid, $100.00 deposit is non-refundable.**

**Rental Fee includes the following: Additional Fees:**

|  |  |
| --- | --- |
| Tables | Cafeteria Staff $100.00 for 5 hrs. |
| Chairs | Additional hours $25.00 per hr. |
| Full time Custodian and Security |  |

Total Fees payable to Lee County School District $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

No decorations on any walls, except on tables. Total cost for building rental is due ten days prior to the event with the exception of funerals.

**\*NO ALCOHOLIC BEVERAGES ARE ALLOWED ON THE PREMISES\***

**\*NO SMOKING ON SCHOOL PROPERTY\* NO EXCEPTIONS!**

Signature of Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_