



APPLICATION FOR FACILITY/GROUNDS RENTAL  
 VANDALIA-BUTLER CITY SCHOOLS  
 DEMMITT ELEMENTARY  
 1010 E National Road  
 Vandalia, OH 45377

INSTRUCTIONS: Complete this form and return to the building principal at least two weeks prior to the requested use of the facility/grounds.

Date of Application: \_\_\_\_\_

Name of Organization/Group Requesting Rental:		
Name of Adult Assuming Responsibility:		
Address:		Zip Code:
Phone (H):	Phone (C):	Phone (W):
Email address:		

Please check facility/grounds requested:

<input type="checkbox"/> Gymnasium	<input type="checkbox"/> Computer Lab
<input type="checkbox"/> Kitchen	<input type="checkbox"/> Media Center
<input type="checkbox"/> Classroom	<input type="checkbox"/> Playground
Food to be served: Yes/No	Beverages to be served: Yes/No

Number of Participants: \_\_\_\_\_

Estimated number of spectators (if applicable): \_\_\_\_\_

Special Services/Equipment needed: \_\_\_\_\_

To Be Completed by Applicant			To Be Completed by School Personnel					
Date(s)	Day(s) of Week	Daily Times	Hours	Rate	Custodial Personnel	Food Service	Site Supervision	Cost
			Group Category:			Total Cost:		

<input type="checkbox"/> Copy of liability Insurance	<input type="checkbox"/> Hold Harmless Clause
Building Approved:	Disapproved:
District Approved :	Disapproved:



VANDALIA-BUTLER CITY SCHOOLS  
APPLICATION FOR FACILITY/GROUNDS RENTAL  
HOLD HARMLESS CLAUSE

\_\_\_\_\_, (group organizational name) in consideration of the use of the facilities of the Vandalia-Butler City Schools District, agrees to defend, hold harmless and indemnify the Vandalia-Butler City School Board of Education, its officers, members, employees, and agents in both their official and individual capacities (collectively the "Board") from all liability, claims, demands, damages, or costs for, or arising out of \_\_\_\_\_ (the use of particular facility/grounds, including the purpose for which the facility is used and the dates and times of its use), whether it be caused by the negligence of \_\_\_\_\_ (the group organizational name), the Board or either party's agents or employees as defined in Ohio Revised Code Section 74.011 (B), or otherwise.

DATE \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_