

# NICASIO SCHOOL DISTRICT USE OF SCHOOL FACILITIES

## APPLICATION FOR USE OF SCHOOL FACILITIES

\_\_\_\_\_, a \_\_\_\_\_ (“Applicant”),  
(Name of Organization) (Type of Organization)

whose address is \_\_\_\_\_,

hereby applies to Nicasio School District (“District”) to use the District’s facilities as follows:

A. Description of Organization (Applicant): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Area(s) of Facility for Which Use is Requested (please check all that apply):

**MULTI-PURPOSE ROOM (MPR)/PARKING AREA:**

- MPR Auditorium/Stage
- MPR Kitchen
- Parking Lot only (no building use needed)
- Large Field/Track/Basketball Court

**MAIN CAMPUS:**

- Classroom(s) *How many?* \_\_\_\_\_
- Library
- Computer Lab
- Small Field/Playground

**ADDITIONAL NEEDS:**

- Parking Lot Exterior Lighting
- Main Campus Exterior Lighting
- Exterior Electrical Power
- Other: \_\_\_\_\_  
\_\_\_\_\_

**Note Regarding Water Use:** Due to a limited supply of well water, the District cannot provide use of campus bathrooms or exterior water faucets for large groups of people. In such cases, the sponsoring organization will be responsible for arranging for and providing onsite portable toilets.

C. Requested Date(s) of Use: \_\_\_\_\_

D. Requested Hour(s) of Use: \_\_\_\_\_

E. Number of People Attending Event: \_\_\_\_\_

F. Purpose(s) of Use (the “Event”):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Will Applicant charge admission to the Event or solicit contributions to the Event?

Yes                       No

H. If the response to G. above is Yes, how will net proceeds of the Event be used?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I. Name of On-Site Contact Person on Day of Event: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

J. Name of Authorized Representative of Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Representative                      Date

Additional Comments:

<b>FOR ADMINISTRATIVE USE</b>	Date of Approval: _____
Signature of District Representative: _____	