

on tandem  
(50)  
02/06/17

The Penn-Harris-Madison School Corporation  
P. O. Box 500, Osceola, IN 46561

Use of School Facilities

All groups who desire to use school facilities shall make written request to the building principal through their group sponsor. Corporation forms must be completed in triplicate and forwarded to the Director of Facilities at least fourteen (14) days prior to usage date.

The undersigned agrees to save the Penn-Harris-Madison School Corporation harmless from all liability of whatever nature that may arise by virtue of the use of said premises and if required, shall provide proof of liability insurance coverage.

The undersigned fully understands the rules and regulations governing the use of these facilities and agrees to abide by same and be responsible for any damage to school property due to such use and in such amount as the school authorities may determine as reasonable and to strictly observe the rules and regulations of the Board of School Trustees relative to the use of such facilities.

Name of Organization Visual Arts Academies Date of Application 1.12.17  
Signature of Sponsor [Signature] Printed Name Kay Antonelle  
Title Assist. Superintendent Phone# Home \_\_\_\_\_ Work X10577  
Address ESC City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Facility Requested PHS - CPA, Studio Theater ~~Exit~~ the Lobby,  
the Scene Shop & the Gallery  
~~Explanation/purpose of event~~  
Facilities to be used \_\_\_\_\_  
Equipment requested \_\_\_\_\_  
Personnel required \_\_\_\_\_  
Date(s) June 12-30, 2017 M-F Time of Function: From 8:05 To 12:15  
Estimated attendance 300 Each Week Building Open: From 8:00 To 8:15  
Is the organization located within the boundaries of the P-H-M School Corporation? Open: ~~Yes~~ 12:00 ~~No~~ 12:15  
Does 50% of the membership reside within the boundaries of the P-H-M School Corp.? Yes \_\_\_\_\_ No \_\_\_\_\_  
A complete list of members must be provided if requested by the principal.

FOR BUILDING USE ONLY

Is proof of insurance required? Yes \_\_\_\_\_ No \_\_\_\_\_  
Group Classification: A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ E \_\_\_\_\_ F \_\_\_\_\_ G \_\_\_\_\_  
Division Office \_\_\_\_\_ Date \_\_\_\_\_  
Activities Office \_\_\_\_\_ Date \_\_\_\_\_  
Principal \_\_\_\_\_ Date \_\_\_\_\_

FOR BUSINESS DEPARTMENT USE ONLY

No Charge \_\_\_\_\_ Minimum Rental Fee \_\_\_\_\_  
Total \_\_\_\_\_  
Director of Facilities \_\_\_\_\_ Date \_\_\_\_\_

on tandem

The Penn-Harris-Madison School Corporation  
P. O. Box 500, Osceola, IN 46561

02/06/17

Use of School Facilities

All groups who desire to use school facilities shall make written request to the building principal through their group sponsor. Corporation forms must be completed in triplicate and forwarded to the Director of Facilities at least fourteen (14) days prior to usage date.

The undersigned agrees to save the Penn-Harris-Madison School Corporation harmless from all liability of whatever nature that may arise by virtue of the use of said premises and if required, shall provide proof of liability insurance coverage.

The undersigned fully understands the rules and regulations governing the use of these facilities and agrees to abide by same and be responsible for any damage to school property due to such use and in such amount as the school authorities may determine as reasonable and to strictly observe the rules and regulations of the Board of School Trustees relative to the use of such facilities.

Name of Organization Visual Arts Academies Date of Application 1.12.17  
Signature of Sponsor [Signature] Printed Name Kay Antonelli  
Title Asst. Superintendent Phone# Home X 10577 Phone# Work X 10577  
Address ESC City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Facility Requested PHS - Rooms # 154, 156, 160, ~~Event~~ 161, 162, 163, 164, 165, and 166  
~~Explanation/purpose of event~~

Facilities to be used \_\_\_\_\_

Equipment requested \_\_\_\_\_

Personnel required \_\_\_\_\_

Date(s) June 12-30, 2017 M-F Time of Function: From 8:15 To 12:15

Estimated attendance 300 each Week Building Open: From 8:00 To 8:15

Is the organization located within the boundaries of the P-H-M School Corporation? Open ~~12:00~~ ~~12:15~~

Does 50% of the membership reside within the boundaries of the P-H-M School Corp.? Yes \_\_\_\_\_ No \_\_\_\_\_

A complete list of members must be provided if requested by the principal.

FOR BUILDING USE ONLY

Is proof of insurance required? Yes \_\_\_\_\_ No \_\_\_\_\_

Group Classification: A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ E \_\_\_\_\_ F \_\_\_\_\_ G \_\_\_\_\_

Division Office \_\_\_\_\_ Date \_\_\_\_\_

Activities Office \_\_\_\_\_ Date \_\_\_\_\_

Principal \_\_\_\_\_ Date \_\_\_\_\_

FOR BUSINESS DEPARTMENT USE ONLY

No Charge \_\_\_\_\_ Minimum Rental Fee \_\_\_\_\_

Total \_\_\_\_\_

Director of Facilities \_\_\_\_\_ Date \_\_\_\_\_

on tandem  
(10)  
02/06/17

The Penn-Harris-Madison School Corporation  
P. O. Box 500, Osceola, IN 46561

Use of School Facilities

All groups who desire to use school facilities shall make written request to the building principal through their group sponsor. Corporation forms must be completed in triplicate and forwarded to the Director of Facilities at least fourteen (14) days prior to usage date.

The undersigned agrees to save the Penn-Harris-Madison School Corporation harmless from all liability of whatever nature that may arise by virtue of the use of said premises and if required, shall provide proof of liability insurance coverage.

The undersigned fully understands the rules and regulations governing the use of these facilities and agrees to abide by same and be responsible for any damage to school property due to such use and in such amount as the school authorities may determine as reasonable and to strictly observe the rules and regulations of the Board of School Trustees relative to the use of such facilities.

Name of Organization Learn a Foreign Language Academy Date of Application 1.12.17  
Signature of Sponsor [Signature] Printed Name Kay Antonelli  
Title Assist. Superintendent Phone# Home \_\_\_\_\_ Phone# Work X10577  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Facility Requested PHS - Rooms # 107, 109, 111 Event \_\_\_\_\_  
~~Explanation/purpose of event~~ Students will enter Door A  
Facilities to be used \_\_\_\_\_  
Equipment requested \_\_\_\_\_  
Personnel required \_\_\_\_\_  
Date(s) June 12 - 30, 2017 Time of Function: From 730 To 11:30  
Estimated attendance 75 Building Open: From \_\_\_\_\_ To \_\_\_\_\_  
Is the organization located within the boundaries of the P-H-M School Corporation? Yes \_\_\_\_\_ No \_\_\_\_\_  
Does 50% of the membership reside within the boundaries of the P-H-M School Corp.? Yes \_\_\_\_\_ No \_\_\_\_\_  
A complete list of members must be provided if requested by the principal.

FOR BUILDING USE ONLY

Is proof of insurance required? Yes \_\_\_\_\_ No \_\_\_\_\_  
Group Classification: A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ E \_\_\_\_\_ F \_\_\_\_\_ G \_\_\_\_\_  
Division Office \_\_\_\_\_ Date \_\_\_\_\_  
Activities Office \_\_\_\_\_ Date \_\_\_\_\_  
Principal \_\_\_\_\_ Date \_\_\_\_\_

FOR BUSINESS DEPARTMENT USE ONLY

No Charge \_\_\_\_\_ Minimum Rental Fee \_\_\_\_\_  
Total \_\_\_\_\_  
Director of Facilities \_\_\_\_\_ Date \_\_\_\_\_