

Warren City Schools
Office of Business and Operations
105 High Street Warren Ohio 44483 (330) 841-2321 ext 7106

Building Rental Application

Building Desired: _____ **Name of Group:** _____

Contact: _____ **Address:** _____

Phone: _____

Date of Use: _____

Alternate Date: _____

Between Hrs of: _____ **and** _____

Type of Activity: _____

Facilities Requested:

<input type="checkbox"/>	Mollenkopf Stadium
<input type="checkbox"/>	Gym
<input type="checkbox"/>	Cafetorium
<input type="checkbox"/>	Showers/Locker Rooms
<input type="checkbox"/>	Swimming Pool
<input type="checkbox"/>	All Things Needed for a Football Game
<input type="checkbox"/>	Playground
<input type="checkbox"/>	Classrooms: Indicate Room Number
<input type="checkbox"/>	Library
<input type="checkbox"/>	Parking Lot
<input type="checkbox"/>	

Equipment

Desired:

<input type="checkbox"/>	Projection Equipment
<input type="checkbox"/>	PA System if available
<input type="checkbox"/>	Electric Scoreboard
<input type="checkbox"/>	Chairs on Stage
<input type="checkbox"/>	Tables on Stage
<input type="checkbox"/>	Speaker's Stand
<input type="checkbox"/>	1 Microphone
<input type="checkbox"/>	Risers
<input type="checkbox"/>	Bleachers (one side)
<input type="checkbox"/>	Chairs Down Front

ALL VISITORS WILL GO THROUGH A WEAPONS DETECTION SYSTEM. ALL BAGS WILL BE CHECKED.
SECURITY OFFICER(S) WILL BE REQUIRED FOR LARGE EVENTS. THE NUMBER OF OFFICERS WILL BE DETERMINED BY THE BUSINESS OFFICE
DISTRICT TECHNOLOGY ITEMS WILL ONLY BE PROVIDED WITH THE APPROVAL OF THE BUSINESS OFFICE AND TECHNOLOGY DEPARTMENT

(Payable in Advance-Two Days Prior to Using Facility)

Charges: _____ **Signature of Applicant:** _____

Check Number: _____ **Date:** _____

Checks are made payable to **Warren City Schools** and may be mailed to the above address. The Board of Education reserves the right to cancel the use of school properties within 30 days from the date of permit or for circumstances beyond our control. The above mentioned group has certified that it does not discriminate against any persons in its admission or membership policies, and that it does not otherwise practice or permit to be practice, discriminate against any person on the basis of religion, color, sex or national origin.

The Renter agrees to provide evidence of financial responsibility upon request. Renters are required to carry liability insurance coverage in the amount of \$500,000 per person/\$2,000,000 per incident which also indicates that the owner of rented property, the Warren City Schools' Board of Education, will be held harmless in the event of an accident or injury or any other cause of possible litigation or financial loss.

***PROOF OF LIABILITY INSURANCE COVERAGE IS REQUIRED IN ADVANCE OF ALL RENTALS**

ALL WARREN CITY SCHOOL DISTRICT PROPERTY IS ALCOHOL, DRUG AND SMOKE-FREE