



When Excellence and Creativity Merge

Fayette County Board of Education Facilities Rental Agreement Pre-Approval Form 2020-2021

School Activity/Booster Club Fundraiser

(All Fundraisers must attach a copy of the Approved Fundraising Application)

Date:

Name of Organization or Group Requesting Use of Facilities:

Contact(s)

Address
City/State/Zip
E-Mail

Phone Number

Additional Number

School Requested

Area Requested

Purpose of Event
Dates Requested
Dates Requested
Dates Requested

	Arrival Time	Ending Time

Is facility available on date/time requested?

Custodian available?

Personnel required: Custodian

Kitchen Worker

Security Officer

Other (specify)

Equipment required (specify):

Insurance requirements: To rent any of the Fayette County Board of Education facilities you will need to provide a current certificate of insurance with minimum limits of \$1,000,000 for general liability per occurrence and a \$5,000 medical payment endorsement. Fayette County Board of Education must be listed as the "additional insured" on the certificate. This is due after the pre-approval process and before the approved contract is sent out.

I have reviewed the School Facilities Rental Agreement Pre-Approval Form and the dates/times requested are available.

Signature of School Principal

Date