

LASALLE-PERU TOWNSHIP HIGH SCHOOL DISTRICT 120

541 Chartres Street, LaSalle, IL 61301

815/223-1721 - FAX 815/223-3444

Application to Use School Grounds, Building, and/or Facilities

Date: _____

1. Name or Organization _____

Please indicate which category your event would be classified:

- Youth Programs In-District Non-Profit Out-of-District Non-Profit
- In-District Profit Making Out-of-District Profit Making

2. Purpose for which facilities are to be used _____

3. Name of person in charge and responsible to the Board of Education:

a. Name: _____

b. Address: _____
Street City Zip Code

c. Telephone: _____

4. Date(s) being requested: _____

5. Times desired: From _____ To _____

6. Areas of building or facilities required (be specific) _____

7. Special needs and/or arrangements of furniture and equipment _____

8. Special help needed from school staff. Examples: technology staff, custodians, security, etc.

9. Probable Attendance _____

AGREEMENT: I hereby assume personal responsibility for the observance of the Board regulations by the organization or group in whose behalf I sign this agreement. I agree to hold the LaSalle-Peru Township High School, District 120 harmless and agree to assume responsibility for all liability arising from incident to occupancy.

I also agree to provide with this application a Certificate of Insurance with LaSalle-Peru Township High School as outlined in the attached "Minimum Insurance Requirements."

Name (Please Print)	Title/Position	Signature
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OFFICE USE ONLY

Director of Athletics and Activities _____
(initial and date)

Director of Building and Grounds _____
(initial and date)

Superintendent _____
(initial and date)

Insurance Requirements Satisfied _____
(initial and date)

NOTES: Additional support service fees will be assessed for custodial/maintenance services provided by LPHS – a minimum of three (3) hours. Any additional time will be prorated on an hourly basis. Saturday not-for-profit events will be charged at time-and-a-half rates and Sunday not-for-profit events and holidays are charged at double time rates. For-profit events held on Saturdays, Sundays, and holidays are charged double time rates. Rates are based upon the collective bargaining agreement with the Building Service Employee Local 138. Additional fees may be assessed if additional support services are required (i.e. cafeteria, computer services, etc.)