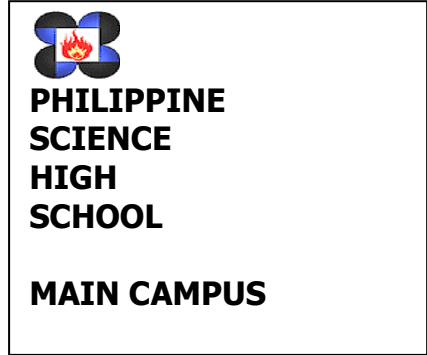


Application for Use of Facilities



Type or Print

PSHS - MC FAD Form No. _____

Program or activity title: _____

Sponsoring group(s) _____

Person present and in charge of activity _____ Phone: Home _____ Office _____ Mobile _____

Address _____

Program purpose _____

Check all applicable classifications Assembly Conference Solicitation Sports Activities

Political Religious Other _____

Check one if activity open to: Faculty/staff/students only General public Other _____

Does the activity require any of the following? Food Service: No Yes Specify _____

Housing: No Yes No. of beds _____ Security: No Yes Special Parking: No Yes

Please indicate room set-up, audiovisual, and special equipment needs for activity (shall be provided by requesting agency)

Area(s) Requested

Building/Facility	Outdoor/Indoor	Date	Time:	From	To
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

No. of people expected _____ Admission/registration fee? No Yes Amount _____
(provide list of participants)

Actual start time for activity _____

I acknowledge that I have read and understand the Terms and Conditions on the Use of Facilities as stipulated on this form, and I will abide by these requirements. My signature below attest to same.

Applicant's Name _____ Date _____

Signature _____

Address _____ Telephone No. _____

For PSHS Use Only (Do not write below)

Applicable Fees:

Approved Disapproved _____ Date _____ Facility _____

Reason for disapproval _____ Security _____



Terms and Conditions on the Use of Facilities

Applicant understands that filing of this application shall constitute agreement by applicant to the following conditions:

1. The intended use of campus property and facilities by applicant does not violate, and actual use will not violate, the provisions of the PSHS “Policy on Use of Campus Property and Facilities,” or any policies or regulations of the institutions.
2. Any use of campus property and facilities pursuant to this application which is contrary to existing policies, laws, or regulations and inconsistencies with the activity as described in this application constitutes grounds for the institution to cancel the approval of the activity.
3. Applicant agrees to indemnify the institution and hold it harmless from all liabilities arising out of applicant’s use of institution property and/or facilities, including but not limited to personal injury, property damage, court costs, or attorneys fees. Applicant shall be liable on the rehabilitation/repair on any property damage that arises on the use of requested facilities.

Institution approval is contingent upon the applicant’s satisfactory completion of all financial obligations as may be required by the institution.