

MONTAGUE TOWNSHIP SCHOOL DISTRICT

475 Route 206, Montague, New Jersey 07827

Phone: 973-293-7131 F: 973-293-3391

APPLICATION AND PERMIT FOR USE OF SCHOOL FACILITIES OR GROUNDS

(Proof of liability insurance certificate *minimum of \$100,000* MUST be submitted with this form)

Name of applicant organization: _____

Contact name: _____ Phone No. _____ Email: _____

Dates Desired: ____/____/____
(If multiple dates, attach on separate form)

Hours of use: _____ to _____

Rain Date: _____

Requesting use of (room/grounds): _____

Number of people expected: _____ Purpose of use: _____

If children's event, number of adult supervisors _____

Is admission to be charged? Yes No If yes, how much: _____

If yes, what will the proceeds be used for: _____

Will food be sold? Yes No What type of food? _____

(Any selling of food or drinks that are not prepackaged or commercially sealed requires a **food handlers license and should be attached to this application**)

Setup/equipment required: _____ (i.e. tables, chairs, bleachers)

Applicant signifies that he or she has read and will abide by the rules governing the use of school buildings, facilities and grounds as outlined in this application and the policy of the Board of Education and signature below represent acceptance of these regulations. The sponsor is responsible for the proper use and care of all school property. He/she shall be the first person admitted and the last person to leave and shall be in attendance at all times during the occupancy of the building or grounds.

AGREEMENT TO SAVE HARMLESS

For and in consideration of the Board of Education of the Montague Township School District, in tile County of Sussex and State of New Jersey, permitting us, the undersigned, to use school premises and facilizes, we hereby agree to save harmless, the said Board of Education of the Montague Township School District and the School District from any and all claims, suits, liabilities, litigation or proceedings of any kind or nature, against said Board of Education of the Montague Township School District or the District by reason of theft, injury, or alleged injury, damage, or alleged damage, sustained, or alleged to be by any person, firm or corporation, arising out of the use of said premises and facilities, and we further agree to indemnify the Montague Board of Education from and against all costs, counsel fees, expenses, and liabilities incurred as a result of any such claims or any action or proceedings brought thereon.

Name: (printed) _____ Signature: _____ Date: _____

Name: (printed) _____ Signature: _____ Date: _____

President and Secretary must sign for organized bodies. Two authorized representatives must sign for all other organizations.

All applications are to be Board approved prior to the event and must be submitted at least 2 weeks before the scheduled Board meeting. In the event of any scheduling conflicts, school functions will take priority.

Updated: August 2024