

# North Central Area Schools

## Building Use Request Form

North Central JR/SR High School | W3795 US HWY 2 & 41, Powers MI 49874 | Phone: 906-497-5226  
 North Central Elementary | W5465 E. Third St. Hermansville, MI 49847 | Phone: 906-498-7737

North Central Area Schools assumes no responsibility or liability for any act of any person using its facilities. The person organizing or using the facility assumes all responsibilities for their acts and any additional people they attract to the building. Please leave all facilities in the same manner in which they were found.

Date: \_\_\_\_\_ Purpose: \_\_\_\_\_

Individual making request: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Non-Profit? \_\_\_\_\_ (Y or N)

MS/HS or Elementary: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Early set up needed? \_\_\_\_\_ Equipment Request: \_\_\_\_\_

Additional Information: \_\_\_\_\_

**IF YOUR ACTIVITY FALLS OUTSIDE OF A TIME WHEN A CUSTODIAN IS PRESENT, YOU MAY BE CHARGED A FEE OF \$50.00 FOR CUSTODIAL SERVICES. ANY KITCHEN USE WILL REQUIRE A NORTH CENTRAL SCHOOL EMPLOYEE PRESENT. FEES ARE NOT CHARGED FOR STANDARD ROOM RESERVATIONS AND MAY BE WAIVED FOR SOME GROUPS**

If more than one check both	Check	Rental Fee/HR	Custodial Fee	Total Estimate
High School Gym	<input type="checkbox"/>	\$25		
High School Stage	<input type="checkbox"/>	\$10		
High School Cafeteria	<input type="checkbox"/>	\$25		
High School Kitchen	<input type="checkbox"/>	\$25		
Football Field	<input type="checkbox"/>	\$25		
Elementary Gym	<input type="checkbox"/>	\$20		
Elementary Kitchen	<input type="checkbox"/>	\$20		
High School Library	<input type="checkbox"/>	\$20		
Elementary Library	<input type="checkbox"/>	\$20		
Other:	<input type="checkbox"/>			

Signature of Person Responsible: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Approved by Building Use Supervisor or Building Principal: \_\_\_\_\_

Approver, please scan this form to yourself and forward to:

D Florenski, D Bianco, R O'Neil, M Wells, A Harper, D Harder, C Granquist, D Fazer