

**PARKWAY SCHOOL DISTRICT APPLICATION FOR USE OF SCHOOL PREMISES**

ORGANIZATION \_\_\_\_\_ SCHOOL: \_\_\_\_\_  
DATE OF APPLICATION \_\_\_\_\_  
SCHOOL FACILITY NEEDED \_\_\_\_\_ EXPECTED ATTENDANCE \_\_\_\_\_  
ACTIVITY WILL BEGIN AT \_\_\_\_\_ ACTIVITY WILL END AT \_\_\_\_\_ ENTER BLDG AT \_\_\_\_\_  
PERSON RESPONSIBLE \_\_\_\_\_ PHONE (H) \_\_\_\_\_ (W/C) \_\_\_\_\_  
ACTIVITY \_\_\_\_\_  
SPECIFIC DATES NEEDED \_\_\_\_\_

PHYSICAL EDUCATION EQUIPMENT - Y \_\_\_ N \_\_\_ \_\_\_\_\_  
AUDIO VISUAL EQUIPMENT - Y \_\_\_ N \_\_\_ \_\_\_\_\_  
POOL - Y \_\_\_ N \_\_\_ \_\_\_\_\_  
KITCHEN FACILITY - Y \_\_\_ N \_\_\_ \_\_\_\_\_  
OTHER \_\_\_\_\_

These Facilities are available at the discretion of the Building Administrator and require an additional charge for Staff and /or Equipment.

This application is made with full understanding of the General Regulations on the Use of School Premises which are available upon request from the Principal's office. The user agrees to defend, indemnify and save Parkway School District, its officers, agents and employees harmless from every claim, demand, loss, damage, liability and expense relating to any actual or alleged injury to any person or actual alleged loss or damage to property caused by or resulting from any occurrence on the school premises in connection with this Use of School Premises, except those caused by the gross negligence or willful misconduct of agents and employees of the Parkway School District. All users of Parkway property are hereby notified that District buildings contain some amount of asbestos-containing materials. Management plans are available in each school office. For more information, please contact the Parkway Environmental Services Manager at 314-415-8294. The applicant personally guarantees the payment of fees, miscellaneous charges or damages that may be assessed for the period the premises are used.

In addition, adult-based and for-profit groups will be required to include a disclaimer on any information or promotional materials related to their use of District facilities in substantially the following form:

Notice: The (group name) is independent of and not affiliated with nor sponsored by the Parkway School District or Board of Education. The views and opinions expressed by (group name) therefore do not necessarily represent those of the Parkway School District or Board of Education.

**Please be aware that there could be a charge affiliated with using the schools. Please call the school you are requesting or the Accounts Receivable Specialist at 314-415-8057 for more information. Rates are also available on the Parkway website**

**I HAVE READ AND AGREE TO ABIDE BY SCHOOL POLICY AND SCHOOL FACILITY USAGE**

PLEASE PRINT APPLICANT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
CITY \_\_\_\_\_ E-MAIL \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_

PRINCIPAL'S SIGNATURE: \_\_\_\_\_