

APPLICATION FOR USE OF SCHOOL BUILDING AND GROUNDS  
SCHOOL DISTRICT OF OSCEOLA  
565 S. Kimmel, Osceola, NE 68651

Date \_\_\_\_\_ Building Requested: Elementary  High School  Track  Auditorium

Date(s) of Use \_\_\_\_\_ Day: Sun  Mon  Tues  Wed  Thurs  Fri  Sat

Hours \_\_\_\_\_ to \_\_\_\_\_ Frequency \_\_\_\_\_

Purpose (state fully) \_\_\_\_\_

Admission/collection charged \_\_\_\_\_

For what purpose will proceeds be used \_\_\_\_\_

Equipment needed \_\_\_\_\_

**NOTICE TO USERS**

1. The Board of Education does NOT carry insurance for the protection of the renting or using agency. Osceola Public Schools is not responsible for injuries, and/or loss of property belonging to any person while using the district's facility.
2. State law forbids the possession or consumption of any alcoholic beverages upon the premises.
3. The Board of Education reserves the right to refuse rental or scheduling to any group, organization, or business which fails to provide necessary control or policing of facilities.
4. Any damage to premises or breakage of equipment will be paid for by the scheduling party. Kitchens must be left in clean and usable condition.
5. Preference on scheduling will be first to the schools, and then to school district organizations and businesses.
6. No event will be considered scheduled until this form has been completed and returned to the Superintendent's Office and validated by the scheduling official.
7. An adult supervisor will be required for any youth program.
8. For many organizations there will be no charge. However, rental fees are negotiated on an individual basis. Determining factors include type of organization, equipment used, and custodial services needed. For more detailed information, contact the Superintendent's Office, 402-747-3121.

\_\_\_\_\_  
Name of Official or Organization

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Business Telephone

\_\_\_\_\_  
Residential Telephone

\_\_\_\_\_  
Full Address

**Applicant Should Not Write Below This Line--for School Use Only**

**BUILDING USE PERMIT**

Issued to \_\_\_\_\_  
Comments \_\_\_\_\_  
\_\_\_\_\_

Rent Charges \$ \_\_\_\_\_  
Custodial Charges \$ \_\_\_\_\_  
Supervisor Charges \$ \_\_\_\_\_

Payment or rental fees to be made in advance to bookkeeper.

\_\_\_\_\_  
Signature of Superintendent/Designee

Total \$ \_\_\_\_\_