

BUILDING RESERVATION REQUEST FORM

Your Organization's Information

Name of Organization:	
Responsible Party:	
Address:	
City, State and Zip:	
Telephone Number:	
Fax Number:	
Email Address:	

Building to be Reserved

Name of Building to be reserved:	
Location Within Building:	
Date to be used:	
Time:	
Purpose of Building Use:	

Contract Statement

I, _____, do hereby represent that I have the right and authority to act for the above described organization and agree on behalf of myself as well as such organization to assume full responsibility for the care and use of the building requested as outlined in the Fort Stockton Independent School District policies GK and GK (Local).

I also agree on behalf of myself and the above named organization that such organization will SAVE and KEEP the Fort Stockton Independent School District forever harmless and indemnified against and from any penalty or damage or charges imposed for any violation of any law or ordinances, whether occasioned by the neglect of such organization or any of its members, and that said District will at all times be protected, indemnified and saved and kept harmless against and from any and all loss, cost, damage or expense (including attorney's fees), arising out of or from any accident or other occurrence on or about the said building, causing injury to any person or property whomsoever or whatsoever and will be protected and indemnified and saved and kept harmless against any and all claims and against and from any and all loss, cost, damage or expense arising out of any failure of such organization in any respect to comply with and perform all the requirements and provisions set out in this document and contained in the policies above cited.

Signature

Date

FORM MUST BE MAILED OR TAKEN TO THE PRINCIPAL'S OFFICE

Campus Use Only

Administrator's Signature	Date
Assistant Superintendent's Signature	Date
Fees are an estimate. You will be invoiced by the campus for actual costs.	Request Approved: <input type="checkbox"/> Request Denied: <input type="checkbox"/> Building Fee: <input type="text"/> Staff Fee: <input type="text"/> Custodial Fee: <input type="text"/> Misc Fee: <input type="text"/>
Total Amount Due:	<input style="width: 150px;" type="text"/>