

**REGIONAL SCHOOL DISTRICT NO. 8
REQUEST FORM FOR USE OF SCHOOL FACILITIES**

Fax 8/18

RHAM High School
85 Wall Street
Hebron, CT 06248
Attn: Lois Neuger, Asst. Principal's Secretary
(860) 228-9474

RHAM Middle School
25 RHAM Road
Hebron, CT 06248
Attn: Helen Watson, Principal's Secretary
(860) 228-9423

Hebron Park School

Name of Sponsoring Organization: RHAM YOUTH LACROSSE Date of Application: 7/29/09

Address: Po Box 105 Hebron CT 06248

Phone 860 508-2223 Fax _____ E-Mail pfburton@comcast.net

Type of Group (See Schedule A): I
Date(s) of Rental: Sept 2 - Nov 18 (Mon-Friday) Time of Event: From 3pm To 7:30pm *(to alternate days with Hebron Soccer)*

Description of Event: Fall Lacrosse

of Participants: 50 # of Chaperones: 3 (Please attach the list of chaperones.)
*Paul Burton
Chris Wright
John Gilmour*

Permission is requested to use the following facility:

	Reg. School Dist. 8 Groups Group I	Not for Profit and Community Group II	For Profit or Non Community Group III
Classroom	<input type="checkbox"/> No rental fee	<input type="checkbox"/> No rental fee	<input type="checkbox"/> \$20 per classroom
Gymnasium	<input type="checkbox"/> No rental fee	<input type="checkbox"/> No rental fee \$50/hour	<input type="checkbox"/> \$500 per day
Auditorium	<input type="checkbox"/> No rental fee	<input type="checkbox"/> for Technician	<input type="checkbox"/> \$500 per 12 hours
Cafeteria	<input type="checkbox"/> No rental fee	<input type="checkbox"/> No rental fee	<input type="checkbox"/> \$150 per day
Kitchen*	<input type="checkbox"/> No rental fee	No rental fee but must contract <input type="checkbox"/> with Chartwells	\$300 per day and must contract <input type="checkbox"/> with Chartwells
Fields	<input checked="" type="checkbox"/> <u>MS Baseball Field</u> No rental fee	<input checked="" type="checkbox"/> No rental fee	<input type="checkbox"/> \$100.00 field per day

* Contract with Chartwells to have a kitchen employee present while the kitchen is being used. Minimum of 3 hours is expected.

CANCELLATION POLICY: WE REQUIRE ONE WEEK'S NOTICE or you will be billed for your scheduled time.

Maintenance Fee
The maintenance fee for each of the groups is \$30.00 per hour for events scheduled outside of normal hours (Saturday, Sunday, holidays, summer evenings). An additional hour will be charged (1/2 hour before, 1/2 hour after event) in order to facilitate opening, set-up and clean up.

Group I	Groups II & III
No maintenance fee.	\$30.00 per hour.

FOR SCHOOL USE ONLY:
[Rental Fee _____ + Maintenance Fee _____ = Total Fee _____]

All fees/charges must be paid within fourteen (14) days of the billing date. Checks will be made payable to the Regional School District No. 8 and mailed directly to the Bookkeeper's Office, RHAM High School, 85 Wall Street, Hebron, CT 06248

Security Deposit (Groups II and III) (Must Accompany Application)
 Auditorium = \$500 Gymnasium = \$200 Cafeteria = \$200