



SOUTHWICK-TOLLAND-GRANVILLE REGIONAL SCHOOL DISTRICT
86 Powder Mill Road, Southwick, MA 01077-9550

superintendent@stgrsd.org

Jennifer C. Willard
Superintendent

Stephen J. Presnal
Director of Finance and
Operations

Noell Somers
Director of
Student Services

Jenny Sullivan
Director of
Curriculum & Instruction

TEL: (413) 569-5391

FAX: (413) 569-1711

APPLICATION and CONTRACT for USE OF FACILITIES

I. REQUEST:

1. Organization Name: _____ Date: _____

2. Adult in Charge: _____ Telephone: _____

Address: _____

Email: _____

3. **Building or Grounds Needed:** **Specific Location or Needs of Building/Field:**

A. Southwick Regional School _____

B. Powder Mill School _____

C. Woodland School _____

D. Athletic Fields _____

E. Parking Lot/School Grounds _____

4. Reason for Use: _____

5. Date(s) of Activity: _____

6. Time of Activity Start Time: _____ End Time: _____

7. Day(s) of Week: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

8. Is a fee being charged for this event? YES _____ NO _____

9. Other special needs for this event: _____

II. ADMINISTRATIVE APPROVAL:

Event Date Conflict? Yes _____ No _____ Reschedule? _____

Organization Classification: A _____ B _____ C _____

Charges:

Fixed Charges: _____ Heat: _____

Custodian: _____ Cafeteria Worker: _____

Athletic Fields: _____ Grounds/Parking Lot: _____

Signed Release of Liability Form: Yes _____ No _____

Certificate of Insurance Form Yes _____ No _____

Other Comments: _____

APPROVAL SIGNATURE: _____ DATE: _____



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RELEASE OF LIABILITY AGREEMENT

I understand and agree that, in consideration for being granted access to and use of the property of the and facilities of the Southwick-Tolland-Granville Regional School District, I assume any and all risk with respect to such access and use, and hereby release said Southwick-Tolland-Granville Regional School District, its representatives, agents, servants and employees from liability for any injuries sustained or damage incurred in the course of such access and use resulting from any cause whatsoever which may be sustained.

Organization Using Facility: _____

Authorized Signature: _____

Date(s) of School Facility Use: _____

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FOR SOUTHWICK-TOLLAND-GRANVILLE REGIONAL SCHOOL DISTRICT:

Authorized Signature: _____

DATE: _____