

RHS Facility Use Application

Name of User/Group: _____

Contact Person's Name: _____

Contact Person's Phone: _____

Contact Person's Email: _____

Room or Space Desired for Rental:

Cafeteria (kitchen not available) _____

Auditorium _____

Old Gym _____

New Gym _____

Other Space (Explain request below) _____

Desired Date(s) of Use: _____

Desired Time of Use (Enter start time to end time; i.e. 5:00 PM-9:00 PM)

You must include any setup or preparation time where access to the facility will be needed. For example, a concert that begins at 7:00 may require that you rent the facility from 5:00 to all for setup and entry time.

Any additional staff supervision required? (a site supervisor at \$25/hour will be required for events but indicate here if anyone else is required for lights/sound or security)

By signing below, I have read and agree to the Facility Use Guidelines and fees.

Signature: _____ Date: _____

Name (Printed): _____

*Note: Additional security may be required for certain events at the users' expense. This will be at the School Administrator's discretion.