



North East School Division

Box 6000, 402 Main St.
Melfort, SK S0E 1A0

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Website: www.nesd.ca

L. P. MILLER COMPREHENSIVE SCHOOL RENTAL APPLICATION FORM

Phone 306-862-4671

Fax 306-752-1933

lpmiller@nesd.ca



Applicant Information

Name of Person in Charge:		Phone: (306)	
Group / Organization:		Email address:	
Current Address:			
Number of People:	Rental Date(s):	Unlock / Lock Time:	to
Area (s) of Facility to Rent			
Equipment Required:			
Description of Activity:			
Is the activity			
a) designed to provide service to school students?	yes	no	
b) sponsored by the recreation board/Chamber of Commerce?	yes	no	
c) sponsored by the community college?	yes	no	
d) a cultural activity?	yes	no	
e) a fund raising activity?	yes	no	
f) will there be a charge to attend?	yes	no	
g) other? (state purpose of activity)	_____		

Reason for Not Renting a Community Facility: _____

Rental Information

THE RENTER AGREES TO: No alcoholic beverages allowed on premises. Accept financial responsibility for damage and / or loss of equipment and / or repair of damage to the facility. Provide adequate supervision. To pay additional costs involved for set-up and / or late lock up fees. Restrict the activities to the areas described above. To indemnify and save harmless the NESD from all liabilities, damages, costs, claims, suits or actions arising out of damage to the property, injury / death of persons occupying the premises during rental. Purchase their own liability insurance for this rental and note that School / NESD liability insurance does not extend to cover the negligence of non-school users of the property.

I understand and agree to the above information _____

I have purchased \$2,000,000 or more of liability insurance for the occupation of the rented premises, and agree to maintain this liability purchase for the entire term of the rental. _____

Rental Fees

Gym (/day)	Computer Rm. (/day)	Janitorial \$38 x 1.5 hrs. minimum/day (on non school days)
MPR (/day)	Chairs (/chair)	Badminton Equip.()
Classroom (/day)	Fl. Hockey Equip. ()	Other

Total Rental Fee: \$	Total Janitorial Fee: \$	Make cheques payable to NESD
Total Fee: \$		

Emergency Contacts

Renter:	Cell Phone Number: (306) -
Caretaker (after approval) :	Principal: 306-862-4671 OR 306-862-4468

Approval Status

Approval Granted	<input type="checkbox"/> Yes <input type="checkbox"/> No	Reason / Stipulations:
Signature of Applicant:	Date:	
Signature of Principal:	Date:	

PLEASE NOTE:

If you are not going to use the facility on the date indicated, please notify the school **ahead of time** or you will be **charged** for the rental. Thank you.

School events take priority which may result in the cancellation of your activity if there is a conflict