



BUSINESS SERVICES

USE OF FACILITIES APPLICATION

Cotati-Rohnert Park Unified School District reserves the right to cancel facility use at any time.

- School Site** (return application to Office Manager)
- Gold Ridge Professional Development Center** **District Office**
(return application to Business Services)

NOTE: It is recommended that applicants become familiar with the written Board Policy regarding use of school facilities. Copies are available on request. There may be a charge for use of facilities.

Date of Application: _____

School Site: _____

Facilities Requested: _____

Date(s) and time(s) of requested use: _____

Person or organization applying for use: _____

Billing Address: _____ Telephone: _____

Person applying on behalf of organization: _____

Address: _____ Telephone: _____

Relationship to organization (officer, member, etc.): _____

NOTE: The person applying on behalf of a society, group or organization must be a member of the society, group, or organization. He/she must also be an officer of the organization or present **written** authorization from the organization to make such application. This is required by State law.

Primary purpose and nature of organization: _____

Intended use of facilities (be specific): _____

Will you charge admission? _____ Yes _____ No If so, how much? _____

What will proceeds be used for? (be specific): _____

STATEMENT OF INFORMATION

NOTE: This statement is made under penalty of perjury, and any person so signing this statement, who willfully states therein as true any material matter which he/she knows to be false, is subject to the penalties prescribed for perjury in the Penal Code.

The undersigned, as a duly authorized representative for _____, states that, to the best of his/her knowledge, the school property for use of which application is hereby made will not be used for the commission of any crime or any act which is prohibited by law.

The undersigned further declares that _____, the organization that on whose behalf he/she is applying for use of school property, upholds and defends the Constitution of the United States and the State of California.

_____ Initials

