

BOARD OF EDUCATION

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# ST. IGNACE AREA

## SCHOOLS

(906) 643-8145

FAX (906) 643-0247

W429 Portage Road, St. Ignace, Michigan  
49781

ADMINISTRATION

Donald P. Gustafson, Superintendent  
Gregg Fettig, High School Principal  
Kari Visnaw, K-8 Principal



LaSalle High School – 643 8800

Middle School – 643 7822

Elementary School – 643 8500

Today's Date \_\_\_\_\_ Date (s) being requested \_\_\_\_\_

Name of Organization \_\_\_\_\_

Time of Meeting/Activity (start and end times) \_\_\_\_\_ Set Up \_\_\_\_\_

Purpose of meeting/activity \_\_\_\_\_

Person responsible (MUST BE COMPLETED) please print \_\_\_\_\_

Mailing Address/State/Zip (MUST BE COMPLETED) \_\_\_\_\_

Phone (MUST BE COMPLETED) Daytime \_\_\_\_\_ Evening \_\_\_\_\_

Cell \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**ROOM REQUESTING**

Classroom-\$25 HS \_\_\_\_\_ Elementary/Middle \_\_\_\_\_ Cafeteria-\$50 HS \_\_\_\_\_ El/Middle \_\_\_\_\_

Gym-\$100 – HS \_\_\_\_\_ Gym \$75 – El/Middle \_\_\_\_\_ Library - \$50 HS \_\_\_\_\_ El/Middle \_\_\_\_\_

Kitchen-\$30 – HS \_\_\_\_\_ El/Middle \_\_\_\_\_ Stage - \$50 – HS \_\_\_\_\_ El/Middle \_\_\_\_\_

Profit Organization-10% of income \_\_\_\_\_ Garbage - \$50 \_\_\_\_\_

Overnight camping - \$3.00 per person \_\_\_\_\_ Bus - \$1.75 per mile \_\_\_\_\_

**SPECIAL ITEMS**

\_\_\_\_ #Chairs - \$50 deposit      \_\_\_\_ Projector \$50 rent      \_\_\_\_ Screen \$15 rent

\_\_\_\_ #Tables - \$150 deposit      \_\_\_\_ P/A \$50 rent      \_\_\_\_ Other

**STAFF**

CUSTODIAN - \$30/hour \_\_\_\_\_ COOK - \$25/event \_\_\_\_\_ BUS DRIVER - \$15/hour \_\_\_\_\_

**LIABILITY INSURANCE**

Do you have liability insurance? \_\_\_\_ Yes \_\_\_\_ No

If yes: Name of liability insurance carrier:

If you have liability insurance, a copy MUST accompany this form.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

District Representative \_\_\_\_\_ Date \_\_\_\_\_