

Millington Community Schools
Glaza Pavilion

Provisions Governing Rental Of School Facility

Applications for use of the Pavilion shall be filed at the Maintenance Department located at 8663 Gleason Street not less than 10 days before proposed date of gathering. The application shall be signed by a citizen who agrees to be personally responsible for any damage or cleaning of the premises. Non related school events must present a valid liability insurance policy to the Maintenance department.

- A. All gatherings shall be closed by 11:00 p.m.
- B. All garbage must be bagged up and put into the trash cans that are provided.
- C. All tables must be cleaned off and floor swept.
- D. The use of alcoholic beverages, controlled substances, or tobacco is strictly prohibited on school facilities.
- E. People granted uses of school facilities are responsible for police attendance, if necessary, for good order, protection of property, and the observation of rules and regulations.
- F. The Superintendent's designee is responsible for checking the pavilion date and time that it is available.
- G. If electricity is used the key must be put into the drop box located by the electrical panel when leaving.
- H. If grills are used there shall be no open flames before leaving.

Rental rates of pavilion – Make check payment to Millington Community School Pavilion

- 1. Usage without electricity \$ ___\$40.00 _____
- 2. Usage with electricity \$ ___\$50.00 _____

Signature of applicant _____

Signature Date _____ Driver license # _____