

CITY OF WESTFIELD
WESTFIELD, MASSACHUSETTS

APPLICATION FOR USE OF SCHOOL BUILDING OR GROUNDS

Application date _____ Date requested _____

Hours requested _____

School or Grounds to be used _____

Area of building to be used _____

Name of organization _____ Profit or Nonprofit (circle one)

Purpose of event _____

What activity will be held _____

Number of people expected to attend _____

Is program open to public

Yes _____ No _____

Will there be an admission charge

Yes _____ No _____

Admission price _____

Name of person making application _____ Phone No. _____

Address _____

Name, address, and tel. no. of person/organization responsible for payment of charges:

I hereby release, hold harmless and indemnify the City of Westfield, its School Committee, and their employees and agents, of and from any liability for personal injury or property damage in connection with the above use of school building/grounds.

Signature of applicant _____

*If additional space is needed for explanation, please attach to the application.

(For school use only)

Approved _____ Not approved _____ Date acted upon _____

Reason not approved _____

Signature of building principal _____

Signature of Superintendent of Schools or designee _____

School Committee approval needed _____ Yes _____ No

Building/area rental fee _____ Personnel needed _____ Personnel cost _____

Comments: _____

Rental Fees for Non-School Related Groups

A use fee is charged for each date. Rehearsal dates shall be considered as ordinary use. The commercial Rate will be charged to any profit-making organization.

FEES

	<u>Ordinary Use</u>	<u>If Admission is charged</u>	<u>Commercial Rate</u>
<u>Westfield High School and Westfield Middle School</u>			
Auditorium	\$40.00	\$150.00	\$300.00
Gymnasium (full)	\$50.00	\$150.00	\$300.00
(half)	\$30.00	\$75.00	\$150.00
Cafeteria (full)	\$40.00	\$100.00	\$200.00
(half)	\$20.00	\$50.00	\$100.00
Cafeteria kitchen	\$15.00	\$75.00	\$150.00
Cafeteria dishes	\$10.00	\$25.00	\$50.00
Classroom	\$10.00	\$50.00	\$100.00
<u>Vocational High School</u>			
Gymnasium	\$40.00	\$150.00	\$300.00
Cafeteria	\$20.00	\$100.00	\$200.00
Cafeteria kitchen	\$10.00	\$75.00	\$150.00
Classroom	\$10.00	\$50.00	\$100.00
<u>Elementary Schools</u>			
Gymnasium/Auditorium	\$20.00	\$75.00	\$150.00
Classroom	\$10.00	\$50.00	\$100.00
Cafeteria kitchen	\$20.00	\$100.00	\$200.00
<u>Football Fields</u>			
*Bullens	\$40.00	\$150.00	\$300.00
Westfield High School	\$40.00	\$150.00	\$300.00
Westfield Vocational High	\$40.00	\$150.00	\$300.00
<u>All other baseball, soccer, and football fields</u>	\$40.00	\$150.00	\$300.00
<u>Westfield High School Pool</u>	\$50.00	\$150.00	\$300.00

*If lighting is deemed appropriate through application, billing will be made out on actual meter readings.

Approved June 26, 1990