

Series 3000: Operations, Finance, and Property - 3300 Facilities, Real, and Personal Property

3304-F Facilities Use Request Form

Requester Name ("Requester"): Bradley Scheer
Organization Name ("Organization"), if applicable: Grayling Rotary Club
Requester's Position within Organization: Route Coordinator, Black Bear Area
Address: PO Box 373, Grayling, MI 49738 Fondo
Phone Number: 989-390-1465 Email: bradpremier@gmail.com
Type of Group: ☐ Student Group
☐ Non-Curricular Education Group
☒ Non-Student Group

Is your organization a registered 501(c)(3) or other nonprofit? ☒ Yes ☐ No

Is your organization a governmental body? ☐ Yes ☒ No

Description of Requested Use: use of lawn by central office

Date of Requested Use: 7-11-26 Approximate Number of Attendees: 2 Full
Start Time: 6:00 am End Time: 3:00 pm Time
Building & Room(s) Access Requested: No

Additional Requests: ☐ Equipment
☐ Custodial (set up, tear down, cleaning)
☐ Kitchen (cooking, serving, cleaning)
☐ Technology (sound, lighting)
☐ Miscellaneous/Special Requests

If yes to any, please describe: _____

Will a fee be charged for admission and/or parking? ☐ Yes ☒ No

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Name of Supervising Adult (if other than Requester):

requester

As the Supervising Adult, I have read and understand Policy 3304, Use of District Property. I will abide by, and I will ensure that all permitted attendees abide by, the terms of that Policy.

I understand that submitting this request does not guarantee my requested use of District property. I will not access District facilities related to this request, nor will I allow such access by individuals affiliated with the Organization (if applicable), without first obtaining permission from the Superintendent or designee.

I acknowledge that: (i) student groups take priority over non-student groups; (ii) I may have to pay a fee to use the requested District facilities; (iii) I am primarily responsible to supervise the event, maintain order and safety, and protect District property; (iv) I am primarily responsible for any damage caused to District property related to the event; and (v) I may be required to provide proof of adequate insurance before using District property. Both for myself and the Organization (if applicable), I agree to indemnify and hold harmless the District from any personal injury or property damage incurred because of the use(s) requested herein.

Signature: Bryce Salvo Date: 7-2-26

- ☒ Approved
☐ Not Approved

Superintendent:

[Signature]

Date:

7/2/26

No Fee

[Signature]