Hanover-Horton School District

10000 Moscow Road
Horton, MI 49246
(517) 563-0100 Office (517) 563-0150 Fax
Denise Bergstrom, Superintendent
Isaac Cottrell, High School Principal
Chris VanEpps, Athletic Director/Dean of Students

Building Use Form

Group/Person Requesting Use of Facility:_____

Adult in Charge:_____ Cell Phone:_____

Rental Date:_____ Building(s) to be Rented:_____

Building Open By:_____ Time of Event Start:_____ Time of Event End:_____

Purpose for Rental:_____

% of Renting Group Members Living "In District":_____ Est. Number of Attendees:_____

Admission Fee: _____

Special equipment needed to be provided by the district? Please list specifics on the lines that follow:

_____
_____
_____
_____

***As a representative of the applicant, the undersigned agrees to the use of the above listed school facilities and equipment in accordance with the Hanover-Horton School District Rental Policies. Proof of liability insurance is required for all non-school groups.**

***All building usage requests must go through the application process and be communicated to the Building Usage Coordinator, Cookie Fielder (cookie.fielder@hanoverhorton.org).**

***Non-school activities are subject to cancellation and/or time/room changes as school activities take precedence.**

_____

Approved By:_____ Denied By:_____

Date:_____

Reason for Denial:

_____
_____
_____