



# Livingston PUBLIC SCHOOLS

## Application for Use of LHS Turf Field

Today's Date: \_\_\_\_\_

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

### Applicant Information

*(The following information pertains to the person completing this form.):*

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Please list the names of TWO individuals from the organization that will be in attendance on the dates listed below during the activity to supervise the group (one must be present):

#### Individual 1

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

#### Individual 2

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Description of Activity: \_\_\_\_\_

Date(s) and Time(s) of Use: \_\_\_\_\_

Will field lights be needed?  Yes  No Will concessions be sold?  Yes  No

Will exterior restrooms be needed?  Yes  No

Other Requests or Comments: \_\_\_\_\_

It is hereby understood and agreed that, if this application is granted, the undersigned will assume responsibility for the payment of the rental charge in full the following month after the activity when invoiced; for the preservation of order and liability for any damage to, or loss of property that may result from this use; and for the due observation of all regulations of the Board of Education. If payment is not made, all subsequent dates reserved will be cancelled. It is also understood in the case of any emergency, such as severe snow storm, when use of walks, drives and parking areas may not be available, it is the responsibility of the Board of Education to determine whether or not an event should be cancelled and if so, this will be done by notifying the renting organization prior to 1:00 p.m. It is further understood and agreed that the renting organization will follow and adhere to all restrictions and requirements contained in Livingston Board of Education Policy #7510, Use of School Facilities, and will execute a Hold-Harmless Agreement.

Please download and complete a **Hold-Harmless Agreement** and send it along with this form to:

David Cohen, Athletic Director  
Livingston High School  
30 Robert Harp Drive  
Livingston, NJ 07039

**Submission of certificate of insurance and arrangements for police and fire personnel (if required per policy) must be accomplished 5 days prior to date of use.**