

# Bridgeport Board of Education

## Application for Use of Public School Buildings

Date: \_\_\_\_\_

To the Board of Education of the City of Bridgeport:

The undersigned hereby makes application on behalf of \_\_\_\_\_  
(Here state name and full address of organization)

for permission to use the (auditorium) or (gymnasium) \_\_\_\_\_ room in

\_\_\_\_\_ School on Date: \_\_\_\_\_ Time: From \_\_\_\_\_

To: \_\_\_\_\_ for the following purposes: \_\_\_\_\_

The number of people expected: \_\_\_\_\_

Applicant Group Name \_\_\_\_\_

Contact \_\_\_\_\_

Address \_\_\_\_\_

Telephone number (\_\_\_\_\_) \_\_\_\_\_ Fax number (\_\_\_\_\_) \_\_\_\_\_

E-Mail address \_\_\_\_\_

The undersigned acknowledges that a fee of \$ \_\_\_\_\_ will be charged and that an original insurance certificate naming the Bridgeport Board of Education as an additional insured party and providing comprehensive general liability, automobile liability and workers compensation coverage in form and amount acceptable to the Bridgeport Board of Education must be submitted to the Office of Operations along with this application. An additional fee may also be charged if Board of Education Security staff are required.

### FOR OFFICE USE ONLY:

Insurance Cert. Received \_\_\_\_\_

#### Approvals:

Principal \_\_\_\_\_

Custodial \_\_\_\_\_

Security \_\_\_\_\_

Operations \_\_\_\_\_

Explanation of Charges: Building \_\_\_\_\_

Other Room \_\_\_\_\_

Custodian#1 \_\_\_\_\_

Custodian#2 \_\_\_\_\_

Custodian#3 \_\_\_\_\_

Security #1 \_\_\_\_\_

Security #2 \_\_\_\_\_

Security #3 \_\_\_\_\_

TOTAL \_\_\_\_\_

## Indemnification

\_\_\_\_\_, its' officers, employees and / or agents agree to hereby release, relinquish, discharge and indemnify protect and save harmless the Board of Education of the City of Bridgeport, its officers, agents and employees from any and all claims, suits, actions, demands and liability for any cost, loss, damage or injury to property (whether it be that of either of the parties hereto or of third persons) and to persons (whether they be third persons or agents or employees of either of the parties hereto) arising in connection with this agreement.

\_\_\_\_\_ shall not be liable for any loss, damage or injury occasioned by the sole negligence of the Board of Education of the City of Bridgeport, its agents or employees.

\_\_\_\_\_ shall give to the Board of Education of the City of Bridgeport prompt notice in writing of any claim made or suit instituted which in any way directly or indirectly, contingently or otherwise may affect the Board of Education of the City of Bridgeport shall have the right to compromise and defend the same to the extent of the Board of Education of the City of Bridgeport interest therein. Such indemnity shall not be limited by reasons of any insurance coverage herein. The provisions of this section shall survive the expiration or early termination of this agreement.

Applications should be directed at least 30 days before the facility is needed to:

Board of Education  
Office of Operations  
Attn: Penny E. Brown Lee  
1085 Connecticut Avenue  
Bridgeport, Connecticut 06607

Telephone (203) 275-2730  
Fax (203) 337-0092  
E-Mail [PLee@bridgeportedu.net](mailto:PLee@bridgeportedu.net)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

The Board of Education of the City of Bridgeport does not discriminate on the basis of race, color, creed, religion, age, gender or sexual orientation. The granting of permission by the Board of Education is a temporary license, which may be revoked at any time, upon reasonable notice to the licensee, if the Board concludes, in its sole discretion, that such revocation shall serve the best interests of the school district. No endorsement, of either the licensee or its views, programs or policies may be inferred from the granting of such license.