

*Braxton County Middle School
100 Carter Braxton Drive
Sutton, WV 26601
Phone: 304-765-2644 FAX: 304-765-2696*

APPLICATION FOR FACILITIES USE

This contractual agreement for use of the facilities at Braxton County Middle School is in alignment with guidelines established by both Braxton County Schools and state regulations. Therefore, conditions and terms of this agreement are eligible for change and termination within a reasonable time period.

Applicant _____

Mailing Address _____

Coordinator / Contact Person _____

Phone Number _____ *FAX Number* _____

Describe Your Event _____

Reservation Date _____

Requested Spaces _____

Special Equipment Needed (including wireless) _____

Organizations and individuals who operate for profit will be required to pay a fee of \$25 for up to 3 hours and \$50 for up to 6 hours. A full day is anything over 6 hours and will be an additional \$10 per hour. All groups, whether profit or non-profit, must pay for janitorial service, which is charged at the janitor's hourly rate. All groups are encouraged to carry liability insurance.

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Request Approved _____ *Request Denied* _____

Contract Custodian _____

Braxton County Middle School is a tobacco free environment. Tobacco use is prohibited.

