

MORNING STAR LUTHERAN CHURCH & SCHOOL

N171 W20131 Highland Road, Jackson, WI 53037-9245
church: (262) 677-9357 church@morningstarwels.org
school: (262) 677-9196 school@morningstarwels.org
www.morningstarwels.org

EDUCATIONAL AND ATHLETIC FACILITY USE APPLICATION

FORM 1 (FOR CATEGORY 1)
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Name of Morning Star group/organization: _____

Event planner/contact person: _____ Phone: _____ E-mail: _____

Facility Supervisor (MS member who will be on site to supervise the activity): _____

Date of request: _____

Facilities Requested

___ Gymnasium (with stage and locker/bath rooms) ___ Kitchen

___ Equipment (scoreboard, projection system, audio-visual, etc.; please list below)

Please describe the activities taking in the space(s) indicated above: _____

Date(s) of the event: _____

Time(s) of the event: from _____ to _____

RENTAL SCHEDULING NOTE: Morning Star facilities are not available to reserve or rent during worship services. This includes weekly services on Saturdays, Sundays and Mondays, and special services held during Advent and Lent (Wednesdays) and other special occasions. Please contact the church or school office to schedule the reservation and rental of facilities.

DAMAGE/LIABILITY WAIVER

For and in consideration of permitting the applicant and participants to observe, or use any facility or equipment of Morning Star Lutheran Church and School, or engage in and/or receive instruction in any activity incidental thereto some of which may involve dangers and risk of bodily injury, the undersigned applicant/responsible person(s)/organization shall indemnify and hold harmless Morning Star Lutheran Church and School and its officers, agent, servants, and employees from all claims, losses, damages, and expenses, including but not limited to attorney fees, arising out of or related to the observation or use of any facility or equipment or participation in any activity incidental thereto, provided that such claim, loss, damage or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including loss of use there from.

The undersigned applicant/responsible person/organization will provide a Certificate of Liability Insurance as proof of insurance upon request naming Morning Star Lutheran Church and School as additional insured (required for organizations outside our congregation). The undersigned applicant/ responsible person(s)/organization agree to abide by all the policies and procedures adopted by Morning Star Lutheran Church and School governing the use of the buildings and equipment and to see that the same are carried out and obeyed by others and agree to return the facility in the same or better condition as it was upon first using it. The undersigned applicant/responsible person(s)/organization assume full responsibility for and will make good for any damage done to the building and/or equipment during the period of usage and agree to pay any applicable assessed charges promptly upon receipt of Statement from Morning Star Lutheran Church and School.

Signature of Responsible Person: _____ **Date:** _____

Print Name: _____

(for office use only)

Morning Star representative approval: _____ Date: _____