

# MORNING STAR LUTHERAN CHURCH & SCHOOL

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## EDUCATIONAL AND ATHLETIC FACILITY USE APPLICATION

<b>FORM 3</b> <b>(FOR KMLHS ORGANIZATIONS)</b>
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Name of KMLHS group/organization/team: \_\_\_\_\_

Event planner/contact person: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date of request: \_\_\_\_\_

### **Facilities Requested**

\_\_\_\_ Gymnasium (with stage and locker/bath rooms)

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

Description of activities: \_\_\_\_\_

Morning Star member supervisor responsible on site during the event: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Morning Star recognizes its ministry partnership with Kettle Moraine Lutheran High School. Organizations of KMLHS may reserve and use space at no charge for up to five (5) occasions per organization/team per season. Beyond five usage dates, the full rental rates apply.

Date(s) and times at no charge: 1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

Date(s) and times thereafter at rental rate: \_\_\_\_\_

**RENTAL SCHEDULING NOTE:** Morning Star facilities are not available to 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 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.** 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: \_\_\_\_\_ KML group/organization/team: \_\_\_\_\_

**Gymnasium Rental Fee**

\$40/hr for the 1<sup>st</sup> hour; \$20/hr afterwards (or \$10/half hour afterwards) \$ \_\_\_\_\_

Please make checks payable to **Morning Star Lutheran Church.**

**Member Supervisor Fee** (if required)

\$10/hr \$ \_\_\_\_\_  
**(paid to supervisor)**

Morning Star reserves the right to review and approve or reject all requests for facility use.