

Millstream Facilities Permit

For: **Clarke, Mary Ann**

Sent To: User - phamlin

Sent On: 5/23/2018 10:15am CT

Sent By:

Not completed

* Choose One:

Millstream

* Choose One:

Non-rental

* Organization:

Gifted

* Activity:

Mentorship Breakfast

* Anticipated Attendance:

65

* Contact Person:

Judy Withrow

* Address:

Administration

* Phone:

(419) 425-8296

* Email:

jwithrow@fcs.org

* Facility Needed: (Check all that apply)

☒ Millstream Cafe

Breakfast Buffett - will get numbers to Gordon before each event

School day usage (check which periods):

Day(s) & Date(s) Reserved (Please include the year):

Breakfast - Thursdays - Jan.17, 2019; February 14, 2019; April 11, 2019

Set up: Wednesdays - Jan 16, Feb. 13, April 10 - at 2:30 p.m.

* Time doors need to be open:

06:10 am

* Time activity is to begin:

06:30 am

* Time doors are able to be locked:

07:35 am

Special equipment needed: (Check all that apply)

☒ Sound

Please supply an explanation for each check above:

Need podium and microphone for all Thursday breakfasts

CONDITIONS

: In consideration of the issuance of this permit, the permittee agrees that it will defend, indemnify and hold harmless the Findlay City Schools from and against any and all claims for loss, damages or injury to persons or property arising out of the premises including, but not limited to , employees, invitees, members, guests, agents, contractors and subcontractors of the permittee and further agrees to enforce the no smoking rule of the Findlay City Schools. Notification of cancellations must be made at least one week prior to event.

Signature of responsible person:

X

Signed: **Judy Withrow**

Stamped: 5/23/2018 10:24:42 AM; 66.114.28.21; Employee - #116 - Mary Ann Clarke;

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***Once you receive the approved form, make sure to bring a copy of the permit with you the day of your event.**

In case of an emergency, call (419) 348-3460 and/or 911.

* Who will check on special facilities?

phamlin@findlaycityschools.org

Activity Secretary's Permit granted by:

X	Signed: Wendy Pueschel Stamped: 5/23/2018 11:35:00 AM; 66.114.28.18;
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Activity Principal's Permit granted by:

Special Facility (Athletic, Food Service, or Auditorium) Permission Granted?

Maintenance Supervisor's Permit granted by:

Custodial Permit granted by:

Reason for denial or other message:

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