



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street      ≈      Spring Green, Wisconsin 53588      ≈      Phone: 608-588-2551

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742-Exhibit

## Rental/Use of School Equipment Form

ORGANIZATION: \_\_\_\_\_

NAME OF REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE #: (HOME) \_\_\_\_\_ (WORK) \_\_\_\_\_

EQUIPMENT TO BE USED OR RENTED: \_\_\_\_\_

DATE(S) OF USAGE: \_\_\_\_\_

TIME: \_\_\_\_\_ (A.M. OR P.M.)

LOCATION: \_\_\_\_\_

PURPOSE OF USAGE OR RENTAL: \_\_\_\_\_

IMPORTANT NOTICE: The above named group or individual agrees to reimburse the school for any damage to equipment. The reimbursement shall be determined by the River Valley School Board.

\_\_\_\_\_  
Date Requested

\_\_\_\_\_  
Group Representative or Individual

\_\_\_\_\_  
Building Principal/Administrative Building Coordinator Approval

Copies of this form to be sent by Building Principal/Administrative Building Coordinator to:

1. Group Representative or Individual Requesting Use of School Equipment
2. District Administrator

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EQUIPMENT DESCRIPTION: \_\_\_\_\_

MODEL #: \_\_\_\_\_

RIVER VALLEY SCHOOL DISTRICT I.D. #: \_\_\_\_\_

Approved: July 13, 2000

Reviewed: December 9, 2021