



APPLICATION FOR COMMUNITY USE OF SCHOOL FACILITIES AND GROUNDS

APPLICATION FEE MUST BE SUBMITTED ALONG WITH APPLICATION FOR APPROVAL. ALL INFORMATION MUST BE FURNISHED BEFORE APPLICATION CAN BE PROCESSED. FEES MUST BE PAID TEN WORKING DAYS PRIOR TO SCHEDULED EVENT. MAKE CHECK PAYABLE TO THE SCHOOL. APPLICATION MUST BE FILED WITH THE SCHOOL PRINCIPAL NOT LESS THAN 15 WORKING DAYS BEFORE INTENDED USE.

1. School Requested (Name) Centreville High School
2. Activity Date(s) 9/23/07, 11/11/07
3. Individual/Organization Northern Virginia Junior Catholic Youth Organization

Tennis c/o Mimi Sullivan
Address 939 N. Livingston St Arlington VA 22205
Phone (office) (home)

4. Type of Activity Tennis matches for elementary school students
5. Will you attend? Yes No

6. Name of Chaperones (one required for each 25 children) who have agreed to supervise this activity (list two):
Name Team Coaches Phone No.

7. Is organization a nonprofit type? Yes No
8. Is there a third-party contract/arrangement with a profit-making individual/organization? Yes No

9. Does the user collect fees?
Admission Adults \$ Children \$ Couples \$
Dues Monthly \$ Annual \$
Donations \$ Advertisement \$
Others (specify) \$

10. NUMBER OF PEOPLE PROJECTED TO ATTEND: 30
11. Requirements (specify)

Table with columns: RENTAL, PERSONNEL, SPECIAL EQUIPMENT & SERVICES NEEDED. Rows include Auditorium, Cafeteria, Classroom(s), Gymnasium, Other, and various personnel roles like Activities Supv., Athletic Event Worker, etc.

12. Addressed Attached? Yes No
13. Comments: Team coaches will be present in every match. Matches are Every Sunday from Sep 23rd - Nov 11th from 1:00-5:00PM. Six courts

The undersigned agrees to pay applicable fees above and certifies that he or she is familiar with, and will abide by, current FCPS Regulations U42U, Community Use of School Facilities, and the Regulations Governing Use of School Facilities listed on the reverse side of this application form.

Ms. Mimi Sullivan League Co-Commissioner 7/25/07
Note: When schools are closed because of inclement weather, all facilities use is cancelled. Users are responsible for notifying their membership.

CALCULATION OF FEES BY SCHOOL PERSONNEL

Table for RENTAL fees: Auditorium, Cafeteria, Cafeteria w/Kitchen, Classroom(s), Gymnasium, Other. Subtotal \$ 0.00

Table for PERSONNEL fees: Activities Supervisor, Athletic Event Worker, Cafeteria Staff, Custodian, Faculty Supervisor, Financial Clerk, Maintenance Technician, Secretary, Sound Technician, Student Technician, Other. Subtotal \$ 0.00

Table for SPECIAL FEES: a, b, c, d. Subtotal \$ 0.00, Total \$ 0.00

Late payment penalty fee 10% \$ 0.00
Attorney fee for collection 25% \$ 0.00

4. Application Fee? Yes No \$10.00
5. IRS Letter Submitted? Yes No Total \$ 10.00
6. Liability Insurance Policy? Yes No

Comments: Copy of Liability Insurance certificate is on file with FCPS Community use c/o Sharon Wood.

Office Use
From: School Approved/Disapproved
Signature of Principal Date
From: Community and Recreation Services Approved/Disapproved
Signature Community and Recreation Services Date
To: Coordinator, Community Use of Facilities Approved/Disapproved
Signature of Coordinator Date

Handwritten notes: Courts 1, 2, 3 - 1 on 5:00 pm; Courts 4, 5, 6 - 3, 15 - 5:00 pm.