

# Cumberland Public Schools

2602 Mendon Road  
Cumberland, RI 02864

(401)658-1600

www.cumberlandschools.org

## For Office Use Only

FEE: \_\_\_\_\_ Account is current  Yes  No Permit #: \_\_\_\_\_  
Approval \_\_\_\_\_ Date Approved \_\_\_\_\_

# APPLICATION FOR USE OF SCHOOL BUILDINGS

## Step 1 of 8: Contact Information (Please Print)

Group/Individual Requesting Use: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Daytime Phone: (\_\_\_\_) \_\_\_\_\_ Evening Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

## Step 2 of 8: Activity/Event Description

Purpose of event: \_\_\_\_\_

Is this event sponsored by the Cumberland Public Schools?  Yes  No Expected Attendance: \_\_\_\_\_

Has this activity previously been held at a Cumberland Public School facility?  Yes  No

If yes, give approximate date and location of previous event: \_\_\_\_\_

Will the public be admitted?  Yes  No

Will a fee be charged for admission?  Yes  No If yes, admission charge: \$ \_\_\_\_\_

Is this event a fundraising activity?  Yes  No

If yes, explain: \_\_\_\_\_

Is this a commercial (for-profit) event?  Yes  No

If yes, explain: \_\_\_\_\_

## STEP 3 of 8: Select Facility, Area and Equipment, Obtain Signatures

Date(s) Requested: \_\_\_\_\_ Times: from \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.  
Day(s) (PLEASE CIRCLE): Sunday Monday Tuesday Wednesday Thursday Friday Saturday

### Facility Requested:

- Ashton School
- B. F. Norton School
- Community School
- Cumberland Preschool Center
- Cumberland High School
- Garvin School
- John J. McLaughlin  
Cumberland Hill School
- J. L. McCourt Middle School
- North Cumberland Middle  
School

### Area(s) Requested: (check all that apply)

- Art Room
- Auditorium
- Cafeteria
- Classroom
- Classroom (Air-conditioned)
- Gym (Wood floor excluding  
Wellness Center)
- Kitchen
- Lecture Hall
- Media Center
- Multi-purpose Room
- Pool

### Equipment Needed:

- Lighting
- Microphone
- Podium
- P.A. System
- Sound
- Other \_\_\_\_\_

Building Principal Signature to Acknowledge Availability of Facility

Date

FORM IS CONTINUED ON THE OTHER SIDE. PLEASE TURN THE PAGE OVER.



