

Application to Use Bradford Academy Building Public Spaces
PO Box 339, 172 North Main Street, Bradford, VT 05033
Academy Building Contact: Claude Ciurleo
Phone (802) 222-4727x305 Fax (802) 222-3520

Applicant (organization or individual – please print clearly)

Date of Application: _____ 20_____

Phone: _____ Fax: _____

Date(s) and Time(s) needed:
From: _____ To: _____

Event/Proposed Use: _____

Number of People Expected: _____

Space Requirements: (See Regulations and Check Correct Box)

- Auditorium (Capacity Limit: 295 Persons)
- Stage
- Conference Rooms
- Corridor Exhibition Space
- Gymnasium

Equipment Requested:

- Extra Tables How many: _____
- Extra Chairs How many: _____
- Other Equipment Requested: _____

Special set up instructions:

Contact Person(s): _____ Phone: _____

Mailing/Billing Address: _____

Accountable Supervisor(s) who will be ON SITE: _____

The capacity limit (295) of the Auditorium will not be exceeded. I have read and understand the Bradford Academy Regulations and will abide by them.

(Signature of Applicant or signing on behalf of Applicant)

Date

To be filled out by Custodian

Requires Selectboard Approval
Approved By the Selectboard on: _____

Fee Waived

Use of the BA Building # of days _____ times \$50.00 per day \$ _____

Maintenance/Coverage # of hours _____ times \$18.00 per hour \$ _____

\$1.00 per person donation for Gym Use \$ _____

Other Charges: _____ \$ _____

TOTAL FEES \$ _____

Date Invoice Mailed: _____

Amount Paid: _____

Key # _____ Assigned to: _____

Assigned by: _____

Key returned on: _____

Statement on Liability for damage to building (or injuries):

Custodian Signature

Date