



The International School of Belgrade
Since 1948

THE INTERNATIONAL SCHOOL OF BELGRADE

ISB is a collaborative learning community that inspires, equips and empowers its students to succeed and contribute positively to society.



Date: [Click here to enter a date.](#)

FACILITIES USE REQUEST

Requesting organization or individual's name:	Type of activity:
Contact person:	E-mail:
Address:	Telephone:
Responsible person (if other than contact person)	E-mail:
Address:	Telephone:
Responsible person (other than contact person)	E-mail:
Address:	Telephone:
Facility Requested: Choose an item.	Start Date: Click here to enter a date.
Time:	End Date: Click here to enter a date.
Special equipment/arrangements needed (specify)	Weekly occurrence:

GENERAL RULES & GUIDELINES

- Smoking is not permitted in the facilities or anywhere on ISB Campuses.
- Food or drink will not be permitted in the facilities (exceptions to this may be granted).
- Footwear that will damage the floor surface may not be worn in the facilities.
- Requests for set-up or special arrangements must be made one week in advance of the activity.
- The renter will provide ISB with a list of the persons invited to the event.
- All facilities shall be cleaned up by the user following the activity.
- Any damage occurring during use of the facilities by the user will be paid for by the user.
- One person must be designated as responsible for the users of the facility.
- ISB facilities are for the student's use first. However, when the students are not using the facilities, ISB may make them available to the ISB community. All groups requesting the use of any ISB facility must understand that ISB reserves the right to cancel an approved request with a reasonable advance notice for situations beyond our control or for events that cannot be anticipated.
- The user of the facility understands they use the facilities at their own risk. ISB does not accept responsibility for any loss or damage to persons using the facilities or their property.

I certify that have received, read, and understand the International School of Belgrade's policy of the use of school facilities. If permission is granted for the use of the facilities, our organization/group will abide by the rules and regulations as stated in the policy.

1. _____
(Responsible Person Name – please print)

2. _____
(Responsible Person Name – please print)

1. _____
(Responsible Person Signature)

2. _____
(Responsible Person Signature)

(Signature of Athletics/Activities Director)

(Signature of Business Manager)

(Date)

(Date)



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