



GOVERNMENT OF SAINT LUCIA

MINISTRY OF EDUCATION, HUMAN RESOURCE DEVELOPMENT & LABOUR

Application for the use of School Building Facilities and Premises

To be completed in duplicate to the Ministry of Education, HRD & Labour

1. Name and address of applicant (PLEASE PRINT)
.....
.....

2. Name of organization (if applicant is on behalf of organization)
.....
.....

3. Name of School
.....

4. Purpose for which school building will be used:
.....
.....

5. Period during which school building is to be used:
(a) Date.....

(b) Day only Yes () No ()
 Time From..... To.....

(c) Night only Yes () No ()
 Time From..... To ()

6. Special Facilities likely to be used if available:
(a) Refrigerator (b) Stove (c) Cooking Utensils

7. I certify that I accept responsibility for:
(a) Ensuring that proper care is taken of the building and facilities made available to me, and for
(b) The payment of a deposit and/or fees charged by the ministry
(c) Replacing of items damaged

.....
Signature of Applicant Date

FOR OFFICIAL USE ONLY

Principal's Comment.....

Approval (is given/cannot be given) for the use of the school and facilities
Principal's Signature

1. The applicant left the school facilities in good condition.

Principal's Signature

Date

2. Refundable deposit _____

Executive Officer

Date

3. Applicant is due for a refund of

Executive Officer

Date