



GREENWICH TOWNSHIP SCHOOL DISTRICT

415 Swedesboro Road
Gibbstown, NJ 08027

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Use of Facilities TERMS OF USE

When approved to use Broad Street School and/or Nehaunsey Middle School the following terms must be followed or termination of use is possible.

- 1.) **Prohibition of Adhesive Materials:** No tape or any type of adhesive materials may be applied to the gym, hallway, or classroom floors.
- 2.) **Handling Equipment and Furniture:** Equipment or furniture must not be dragged across any floors.
- 3.) **Cleanup Responsibility:** The sponsoring organization or responsible party is accountable for all cleanup following activities and daily use of the designated areas.
- 4.) **Documentation of Area Condition:** A custodian from GTSD will take a photograph to document the condition of the area prior to use. The sponsoring organization or responsible party will be liable for any necessary repairs or issues identified by staff.
- 5.) **Building Access Restrictions:** The building will remain locked until five minutes before the scheduled start time. Early entry is prohibited.
- 6.) **Custodial Services for Weekends and/or Holidays:** If the use of a GTSD facility is needed on a weekend or holiday, a custodian must be present at the organization's expense. This includes half an hour before the requested start time, during the event, and one hour after the event concludes. Full payment of \$50.00 per hour is required one week in advance of the event.