

Dear Renters of Ware Academy Facilities:

Please review the following conditions carefully:

**The Grantee's use of the facilities shall be limited to the approved areas so named.**

Neither you, your group or anyone who is associated with your group (ie siblings) may use any facility that you are not renting. If you are renting a soccer field, you do not have access to the building and vice versa. Unattended children may not play on the playground or at any other location on campus.

**The Grantee is required to leave the facilities in the condition in which they were found.**

You must police the grounds and facility and take all trash generated by your group with you.

**No smoking is allowed in any classrooms, buildings or anywhere on campus, by State law.**

You and your group may not smoke anywhere on the campus, including the parking lot.

**No child may be left unattended at the conclusion of any scheduled activity and at least one adult must remain on School grounds until the last child has left the campus with his or her parents or a responsible adult.**

You or a responsible adult must remain on campus until the last child has been picked up.

As stated in the Facilities Agreement, if you or members of your group violate the Facility Usage Agreement, you will not be allowed to continue rental of the facilities.

Please complete the application and sign and date the Agreement and General Release and Waiver. Payment is due at the beginning of the month for the following month. If you are unable to use the facilities due to scheduling conflicts or inclement weather, your payment will be applied to the next month's rental or be refunded.

Please call me if you have questions or concerns, 804-693-3825.

Sincerely,

Thomas L. Thomas III  
Headmaster