

**ROCHESTER FIRE PROTECTION DISTRICT
PUBLIC MEETING ROOM RESERVATION FORM**

I hereby request permission to use the Rochester Fire Protection District's meeting room as specified in this form.

Date of Reservation: _____ Time of Reservation: _____ to _____

Purpose of the Meeting: _____

Number of Expected Attendees: _____

Representative Contact Information:

Name: _____

Telephone: _____ Email: _____

Address: _____

I hereby acknowledge that I have read the **Rochester Fire Protection District Public Meeting Room Policy** and I agree to follow and abide by that policy entirely. I agree that I am personally responsible for any damage, harm, or other injury caused to any property of the District or of any of the attendees, and I agree to indemnify and hold harmless the District for any such damage, harm, or injury or claims for such damage, harm, or injury made by any party against the District. I agree that I will be held personally responsible, and will be required to fully reimburse the District, for any damage caused to District property during the time of my or my group's use of the meeting room or other area of the District's property that is discovered by the District after my meeting/event, and I understand that I will be responsible for any collection expenses or attorney's fees incurred by the District in recovering the same.

Accepted by: Print Name: _____ Date: _____

Signature: _____

FOR RFPD USE ONLY:

Reservation Form Received By: _____

Reservation Form Received On: _____

Reservation Approved or Denied (Circle One) On: _____

Reason for Denial: _____