



## Administrative Form 7070F

# ***Non-Divisional Use of Schools for Accommodation***

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**Administrative Procedures Cross Reference:**  
Non-Divisional use of Schools for Accommodation

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**Date Amended:** December 2017

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To: \_\_\_\_\_ of \_\_\_\_\_  
Principal School

In accordance with Administrative Procedure 7040: "Non-Divisional Use of Schools for Accommodation"

\_\_\_\_\_ of \_\_\_\_\_  
Name School/Group

has requested use of your school for accommodation of  
students for \_\_\_\_\_ number  
date .

If this date is available and satisfactory arrangements can be made, please signify:

\_\_\_\_\_  
School Leader Date

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To: \_\_\_\_\_  
Name Date

In response to your request for use of a school of the Brandon School Division, the foregoing arrangements have been made. Also attached is a copy of the Administrative Procedure for "Non-Divisional Use of Schools for Accommodation".

If these arrangements are satisfactory and you can comply with the procedure, please provide the following information and return as soon as possible to:

Brandon School Division  
1031 – 6<sup>th</sup> Street  
Brandon, MB R7A 4K5  
Attn: Office of the Secretary-Treasurer

Liability Insurance Confirmation:

Policy #

Expiry Date:

Coverage Amount:

\_\_\_\_\_

Signature

\_\_\_\_\_

Date