



Warren County Special Services School District

Joseph E. Flynn ~ Superintendent

H.I.L.L.S. House at Centenary College REQUEST FORM

Please complete a separate form for each service you are requesting. Place an X next to the desired service. Supply all related information as requested. Refer to current fee schedule.

OFFICE: 908-223-7275 or email (thehillshouse@wcssid.org).

DATE: CONTACT PERSON: TEL.# Ext.

CONTACT PERSON EMAIL ADDRESS: FAX# (PLEASE PRINT LEGIBLY)

The School District would like to request the use of the H.I.L.L.S. House at Centenary College, 702 Moore Street, Hackettstown, NJ 07840 from the Warren County Special Services School District.

The School District is to be billed for this service.

Class to use the facility

Type of Class/Program

Number of Students to use the facility

Number of Staff to Attend

TIMES TO USE THE FACILITY

(2 1/2 hour time slot)

Morning Session (8:30 AM to 11:00 AM time can be adjusted)

Afternoon Session (11:30 AM to 2:00 PM time can be adjusted)

Lower Floor

Upper Floor

Day of the Week to be used: Monday Tuesday Wednesday Thursday Friday

Number of slots to be used: 9 Slots 18 Slots 27 Slots 36 Slots

(9 slots, 2 1/2 hours each slot, is \$2,200.00 for up to 10 students)

The slots can be used in any combination and will be secured as requests are received

Begin Date End Date

Dates to be used:

Comments

Signature Authorizing Agent Date

OFFICE USE: Date Facility Secured: