

**REQUEST FOR BOARD ACTION  
HENDERSON COUNTY  
BOARD OF COMMISSIONERS**

**MEETING DATE:** July 20, 2016

**SUBJECT:** Use of Courtroom – Heritage Museum

**PRESENTER:** Anne Ridings

**ATTACHMENTS:** Yes  
1) Application for Use

**SUMMARY OF REQUEST:**

A request was submitted by Anne Ridings, on behalf of the Heritage Museum, for use of the Courtroom for a movie presentation ("Pork Chop Hill") on Saturday, September 17<sup>th</sup> at 12:00 p.m. until 5:00 p.m.

**BOARD ACTION REQUESTED:**

If the Board is so inclined, the following motion is suggested.

**SUGGESTED MOTION:**

*I move the Board approves use of the Commissioners' Meeting Room (Courtroom) as requested on behalf of the Heritage Museum, for Saturday, September 17, 2016 from 12:00 p.m. until 5:00 p.m.*

**APPLICATION FOR USE OF  
COMMISSIONERS' MEETING ROOM 208  
COURTROOM**

Henderson County Historic Courthouse  
1 Historic Courthouse Square  
Hendersonville, NC 28792

Name Of Applicant Making Request<sup>1</sup>:

E-mail address:

Date of Application

Anne Ridings

museumoffice@hendersoncountync.org

June 16, 2016

Address of Applicant:

1 Historic Courthouse Square, Suite 4  
Hendersonville, NC 28792

Phone Number of Applicant

(828) 694-5007

Mailing Address, State, Zip Code

(Area Code)

Purpose:

to show movie "Pork Chop Hill" one week prior to Jeff Miller's Honor Flight  
Name of Event to Washington, DC

Date of Event

Saturday, Sept. 17, 2016

Time of Event

12:00 pm

(Beginning Time)

5:00 pm

(Ending Time)

The remainder of the application below will be completed by the Clerk to the Board

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**PERMISSION GRANTED TO USE COMMISSIONERS' MEETING ROOM 208**

Clerk to the Board/Designee

Date Request Approved

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**PERMISSION DENIED TO USE COMMISSIONERS' MEETING ROOM 208**

Clerk to the Board/Designee

Date Request Approved

**REASON DENIED:**

Date Payment Received	Amount Remitted		Check Number	Check Date
	Cash	Check		

<sup>1</sup> Effective July 7, 2008, the Henderson County Board of Commissioners approved a Facility Use Fee to cover expenses to utilize county staff to secure the building when the community room is used for non-county government purposes after business hours, 5:00 pm until 9:00 pm Monday through Friday, 8:30 am until 9:00 pm Saturday through Sunday. The Facility Use Fee is \$25 per hour with a \$50 minimum. The fee is based upon the number of hours listed in the beginning and ending time on this application and is payable to Henderson County upon presentation of this completed application to Clerk to the Board Terry Wilson. No refund is given for hours reserved but not used; no extension of hours is permitted. The room must be cleaned after use and restored to the original configuration.