

**Procedures
Handbook**

Business Management

Descriptor Term:

**Safety
(Acknowledge and Release)**

Descriptor Code:

EBB

Issued:

6/97

Rescinds:

Issued:

**Revised
8/01**

Acknowledge and Release Form (SMO)

1. This form is to be used whenever work is being performed on campus by P.T.A., volunteers, contracted services being paid by the school, etc. Examples are, but not limited to: painting, landscaping, installation of playground equipment, construction of field houses.
2. This form will be signed by all outside parties enlisted by facilities to accomplish projects on site.
3. The purpose of this form is to release Knox County Schools from liability in the event of a project related injury to a participant.
4. **When fully completed and signed, one (1) copy should be returned to Jim French, 900 E. Fifth Avenue, Knoxville, Tennessee 37917.**

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