

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

MEETING DATE: December 4, 2017
SUBJECT: Use of Courtroom – Henderson County Bar Association
PRESENTER: Anderson Ellis
ATTACHMENTS: Yes
1) Application for Use

SUMMARY OF REQUEST:

A request has been submitted on behalf of the Henderson County Bar Association for use of the Courtroom on Friday, February 2, 2018 from 8:30 a.m. until 5:00 p.m. for Continuing Legal Education (CLE).

BOARD ACTION REQUESTED:

Staff suggests approving the request.

SUGGESTED MOTION:

I move that the Board approves use of the Commissioners' Meeting Room (Courtroom) as requested on Friday, February 2, 2018 from 8:30 a.m. until 5:00 p.m.

**APPLICATION FOR USE OF
COURTROOM #208**
**Henderson County Historic Courthouse
 1 Historic Courthouse Square
 Hendersonville, NC 28792**

Use of the Courtroom must be preapproved by the Board of Commissioners at a regularly scheduled meeting on the Consent Agenda.

Anderson Ellis

Henderson County Bar Association

anderson@pym-law.com

November 21, 2017

Name of Applicant Making Request¹:

E-mail address:

Date of Application

PO Box 1274, Hendersonville, NC 29893

(828) 393-5770

Mailing Address, State, Zip Code of Applicant:

Phone Number of Applicant

Continuing Legal Education (CLE)

Name of Event or Purpose:

Feb. 2, 2018

8:30 am

until

5:00 pm

Date of Event

(Beginning Time) Time of Event (Ending Time)

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

PERMISSION GRANTED TO USE COURTROOM #208

Date Request Approved

Chairman, Board of Commissioners

PERMISSION TO USE COURTROOM #208 DENIED

Date Request Denied

Chairman, Board of Commissioners

REASON DENIED:

Date Payment Received	Amount Remitted		Check Number	Check Date
	Cash	Check		

¹Effective 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 Courtroom 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 courtroom must be cleaned after use.