

LEWISVILLE ISD RENTAL AGREEMENT

This RENTAL AGREEMENT is entered into by and between the LEWISVILLE INDEPENDENT SCHOOL DISTRICT, hereinafter referred to as LISD, an independent school district duly organized in the State of Texas, with its Administrative offices located at 1800 Timber Creek Road, Flower Mound, Denton County, Texas 75028, and _____, hereinafter referred to as Renter, at (Street Address) _____, (City) _____, (State) _____, (County) _____.

COMMUNITY USE OF SCHOOL DISTRICT PROPERTY

Whereas, the Board of Trustees is aware of the large capital investment in its facilities, the increasing need to develop revenue and its responsibility to the community, it has committed to make its facilities available for community use. Community use of LISD facilities is intended to (1) promote school related activities for the benefit of LISD students, (2) promote civic organizations in the community, and (3) create an additional source of revenue for the district.

ARTICLE ONE GENERAL

1.1 The terms and conditions, regulations and fee schedule stated herein, or attached hereto, apply uniformly to all organizations, groups, leagues, businesses, entities, etc. seeking to utilize LISD property, except those whose program or event directly benefits LISD curricular, co-curricular or extracurricular activities (parent-teacher organizations, booster clubs, etc.).

A not-for-profit organization that provides proof of its 501(c)(3) standing with the Internal Revenue Service and whose program is for school-age children and involves primarily LISD students will be charged a non-profit rate.

Other groups such as Boy Scouts, Girl Scouts and YMCA (which directly relate to LISD students) will be given a discounted rate on events held at LISD campuses. Boy Scouts and Girl Scouts will not be charged a building fee for recurring weekly/monthly meetings if either of the following criteria is met:

- (1) Meetings must take place prior to and conclude before 8 p.m. on weekdays; or
- (2) No climate control is required for the meeting(s)

All events relating to Boy Scouts and Girl Scouts that do not meet either of the above criteria will be charged a discounted rate (Class A Schedule of Fees) and be required to pay custodial, supervisor and rental deposit fees for meetings and special events which occur after 8:00pm on weekdays; or on weekends.

1.2 Pursuant to 1.1 above, LISD will waive a damage deposit for an organization for which LISD also waives the administration fee, building use fee, custodial fee, and supervisor fee. For all other renters, a refundable damage deposit of \$250.00 per campus is required. In the case of consecutive uses (daily, weekly, bi-weekly, monthly, bi-monthly, etc.) a single damage deposit of \$250.00 per campus will be required to cover the scheduled events. If at some point in the schedule, LISD discovers damage caused by Renter, the balance of the damage deposit must be replenished to \$250.00. If there is no damage to the facility, field or equipment, the entire deposit will be returned 30 days after the last scheduled event.

1.3 Special or additional charges may apply when the requested use will produce a large crowd, require use of most of a building or create a need for additional LISD and/or security personnel. These additional charges are determined at the discretion of LISD on a case-by-case basis. These charges, if any, are set forth on the attached fee schedule.

1.4 The following facilities shall not be available for nonschool use:

1. High schools' athletic stadiums
2. Maintenance facilities
3. Transportation facilities
4. Parking lots
5. Lewisville ISD Outdoor Learning Area (LISDOLA)
6. Agriculture facilities
7. Warehouses
8. Auxiliary administrative facilities

**ARTICLE TWO
TERMS AND CONDITIONS**

- 2.1 If Renter desires to have concessions during an indoor event, Renter must note this on the application form. The LISD site you are using will contact a LISD approved organization on behalf of Renter. Should no LISD approved organization choose to provide concessions, Renter will not be permitted to sell concessions during the event.
- 2.2 If Renter desires to have concessions during an outdoor event, Renter must note this on the application form. The LISD site you are using will first contact a LISD approved organization to sell concessions. Should no LISD approved organization choose to provide concessions, Renter may sell concessions from a tent or kiosk with prior LISD approval, providing Renter obtains a permit from the appropriate health department and supplies a copy to LISD no less than fourteen (14) days before the event.
- 2.3 Excluding high school and middle school game fields, outdoor playing fields at all LISD facilities, when not in use for school related activities, are available for non-school use on a first-come, first-served basis. LISD stadiums may not be rented.
- 2.4 Renter may not sublet or assign this Rental Agreement.
- 2.5 LISD reserves the right to immediately cancel this Agreement, without refunding any monies during the use period, if the Renter or anyone associated with Renter violates LISD Board policies, local, state, or federal laws, or any portion of this Agreement. Such laws and policies included, but are not limited to, those laws and policies prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, firearms, and the use of tobacco products on LISD property. In addition, Renter (or anyone associated in any way with Renter) shall not enter LISD property where students are present when they have been convicted, received probation or deferred adjudication for the following felony offenses:
- a. Any offense against a person who was, at the time the offense occurred, under 18 years of age or enrolled at a public school;
 - b. Any sex offense;
 - c. Any crimes against persons involving:
 1. Controlled substances; or
 2. Property; or
 - d. Any other offense LISD believes might compromise the safety of students, staff or property.
- 2.6 If Renter cancels less than 29 but more than 15 school days before the event, LISD will refund the Licensee 70% of the fees paid. If Renter cancels less than 15 but more than 10 school days before the event, LISD will refund Renter 45% of the fees paid. If Renter cancels less than 9 but more than 3 school days before the event, LISD will refund Renter 10% of the fees paid.

- 2.7 LISD will pursue all remedies at law, including criminal prosecution, if a check is returned for insufficient funds. A \$35.00 return check fee will be assessed.
- 2.8 If this request is for the Performing Arts Center (Auditorium) at any High School in the district, the following applies:
- a. A mandatory walk-through with LISD personnel is required and LISD personnel will determine:
 - 1. the number of technicians required to work the event (light, sound and stagehand);
 - 2. if Renter will need to use the orchestra pit;
 - 3. if the existing lighting and sound system must be altered;
 - 4. the number of dressing rooms needed;
 - 5. any other specific needs.
 - b. When light, sound or stagehand technicians are required for an event, separate fees apply for each technician (see attached Schedule of Fees). LISD will determine the need for technicians. A technical supervisor is also required at the rate set in the attached Schedule of Fees.
 - c. Only LISD technicians are approved to operate LISD equipment.
 - d. Should an Auditorium's lighting pattern be required, other than the basic preset pattern, there will be a charge to set another pattern and to return to the basic preset pattern at a rate of \$25 per hour per required technician.
 - e. LISD does not provide microphones, light gels, music stands or any other supplies. Renter must supply these, if needed.

**ARTICLE THREE
LISD DISCLAIMERS**

- 3.1 LISD reserves the right to refuse rental of its buildings, athletic fields and any other LISD-owned property to any organization or individual who is not in compliance with District policies or regulations. Renter hereby certifies that Renter understands and agrees to follow any and all applicable LISD Board Policies and administrative regulations, including but not limited to GKD(Legal) and GKD(Local). Renter further acknowledges, understands and agrees that LISD shall not be liable for any personal injury or damages to personal property related in any way to Renter's, or anyone associated with Renter, use of LISD property.
- 3.2 LISD is under no obligation to maintain, repair and/or improve LISD owned property (both real and personal) for the benefit and use of Renter.
- 3.3 LISD MAKES NO REPRESENTATIONS REGARDING THE SAFETY AND/OR SUITABILITY OF LISD PROPERTY IN RELATION TO RENTER'S INTENDED USE OF SAID PROPERTY.
- 3.4 LISD reserves the right to cancel Renter's use or reassign Renter to another site up to 7 days before the scheduled day of use. If there are less than 7 days before the scheduled use, LISD reserves only the right to reassign Renter to another site.

**ARTICLE FOUR
LICENSEE'S PROMISES AND REPRESENTATIONS**

- 4.1 The person executing the application form and Rental Agreement on behalf of Renter is legally authorized to execute this agreement on behalf of Renter.
- 4.2 Renter accepts full responsibility for, and will reimburse LISD for, damage caused to LISD property and any property located in or on LISD property resulting from or in anyway connected with Renter's use of LISD property.

Initial Here _____

4.3 RENTER AGREES TO INDEMNIFY AND HOLD HARMLESS LISD, ITS OFFICERS AND EMPLOYEES FROM ANY CLAIM, DAMAGE, LOSS, OR LEGAL FEES, FOR LOSS OF LIFE, BODILY INJURY, OR DAMAGE TO PROPERTY SUFFERED BY A PARTICIPANT, SPONSOR, VISITOR, OR ANY OTHER PERSON THAT IS IN ANY WAY CONNECTED WITH RENTER'S USE OF THE LISD PROPERTY.

Initial Here _____

4.4 Renter shall secure and maintain, at its expense, during its use of LISD property, commercial general liability insurance with a company licensed by the State of Texas. A Certificate of Insurance shall be furnished to LISD. The certificate shall show on its face the following:

- a. LISD as Certificate Holder and as an Additional Insured
- b. Property damage in the amount of \$1,000,000 per occurrence
- c. Bodily injury liability (to include participants in the activity) in the amount of \$1,000,000 per occurrence
- d. A deductible not greater than \$500.00

4.5 Renter accepts responsibility for overseeing and controlling participants, sponsors, spectators and visitors that are in or on LISD property as a result of or in connection with Renter's use of LISD property. The following rules must also be enforced by Renter at all times:

- a. Smoking and the use of tobacco products is prohibited on LISD property
- b. Possession and/or use of alcoholic beverages is prohibited on LISD property
- c. Firearms, knives and weapons of any sort are not permitted on LISD property
- d. Food and drinks may only be consumed in the cafeteria.
- e. Participants, sponsors, spectators and visitors may not walk through or use any other part of a building or its grounds other than that specifically described in this agreement. The restrooms nearest the area described are also allowed with use of the facility.
- f. No LISD displays shall be touched or moved
- g. Furniture and/or equipment (desk, file cabinet, copier, etc.) shall not be moved without written permission from the site you are renting. LISD personnel will return all items approved to be moved to their original location. The fee to perform this task will be calculated at the same hourly rate as the event.
- h. Renter is responsible for providing any emergency safety and health equipment necessary for event.

4.6 Renter agrees to pay for necessary personnel of the fire and/or police force, as required and/or recommended by the cities of Lewisville, Carrollton, Flower Mound, Highland Village, The Colony or LISD to control large crowds and/or provide security. This will be determined on a case-by-case basis.

4.7 Renter shall be solely responsible to provide auxiliary aids and services necessary to allow the full use and enjoyment of the public facility for participants with disabilities in accordance with the Texas Human Resources Code 121.003.

4.8 Renter agrees to reimburse LISD for the cost of its personnel deemed by LISD as necessary to open and close a facility, clean after an event, and to be present during the activity on behalf of LISD. The fee for LISD personnel is set forth on the attached Schedule of Fees. LISD has sole authority to determine how many LISD personnel will be needed. In this connection:

- a. It is possible that events/activities taking place between 4:00 p.m. and 8:00 p.m. on regular school days may not require custodians if (1) only a small amount of trash or debris remain after the use, (2) the area used does not require set-up, arranging or take-down of tables and chairs and (3) the area used does not require mopping or sweeping after the use. Otherwise, the expense of custodians to perform such services will be borne by Renter as described in the attached Schedule of Fees. LISD reserves the right to seek payment from Renter if it determines that additional personnel are needed to clean up after Renter's use. If payment is not received within twenty (20) days from receipt of a LISD invoice, Renter may be banned from using LISD facilities for any purpose and LISD may retain the damage deposit and pursue its legal remedies against Renter.

- b. Events/activities taking place after 8:00 p.m. on regular school days and events taking place on weekends automatically require the services of LISD personnel. Renter will pay for these services in advance and in addition to the building fees. If payment is not received, the event will be canceled. If, after the event, LISD incurs personnel expenses beyond the amount estimated, LISD reserves the right to seek payment from Renter. If payment is not received within twenty (20) days from receipt of a LISD invoice, Renter may be banned from using LISD facilities for any purpose and LISD may retain the damage deposit and pursue its legal remedies against Renter.
- 4.9 Renter further will abide by the direction of any LISD employee assigned to facilitate the event/activity in the facility being used.
- 4.10 Renter will pay for all fees either with (1) a check drawn on a bank in Texas, or (2) cashier's check, or (3) a money order no less than twenty (20) days before the event. The check shall be made out to Lewisville ISD. A reservation is automatically canceled when payment is not received 15 days prior to the event, and a cancellation notice will not be sent.
- 4.11 Renter shall reimburse LISD for any charges incurred as a result of a false fire and/or security alarm caused by a participant, sponsor or spectator or any other person that is present on LISD property in connection with Renter's use of LISD property.

ARTICLE FIVE GENERAL USE REGULATIONS

- 5.1 Renter agrees that its meetings, events or activities held on LISD property shall not:
- a. advance any doctrine or theory that threatens destruction of LISD property or disruption of LISD functions.
 - b. advocate the use of violence to promote social or political change.
 - c. present lectures, musicals, or productions of any kind that, in the judgment of the Superintendent or designee, violate the local community's sense of decency.
- 5.2 When LISD personnel are required to work an event/activity, Renter will utilize the Check-in/Check-out Form (see attached sample) with LISD personnel assigned for the event/activity.
- 5.3 If using a cafeteria, Renter may use the cafeteria tables and chairs housed in the building. Renter may not use any other LISD property unless specific arrangements have been made in advance and in writing with the site you are renting. This includes, but is not limited to, the public announcement system. Renter shall provide its own floodlights, projectors, TV's, VCR's, musical instruments, stereos, microphones, physical education or athletic equipment.
- 5.4 No room decorations (including flags) shall be removed from any building, room or facility.
- 5.5 Renter's decorations shall be made of fireproof materials in compliance with state and local ordinances. Decorations shall not damage the facility in any manner and shall be completely removed by Renter at the end of the event. Candles, fireworks, fog machines or any kind of items that make sparks or smoke are strictly prohibited and are not to be used. The use of LISD ladders or lifts is **not** permitted.
- 5.6 Use of any LISD facility (buildings, practice fields, etc.) requires adult supervision. Renter shall provide one adult, 21 years or older, for each 35 people participating in the event/activity and one adult for each 100 spectators.
- 5.7 The fee paid for the use of a gymnasium does not include use of the concession area or the athletic locker rooms.
- 5.8 Only rubber soled shoes shall be allowed on gymnasium floors and Renter shall take every reasonable measure to see that gymnasium floors are protected by using mats under tables and/or chairs and removing dirt, mud, sand, and water from shoes before stepping onto gym floors.

5.9 If the alarm system sounds while Renter is in a LISD building, Renter is responsible for evacuating all of its participants, visitors, etc. immediately and may not re-enter the building until given permission by LISD personnel and the Fire/Police department.

I have read, understand and agree with the LISD Rental Agreement. I will comply with and uphold all of its requirements as stated herein or attached hereto.

Executed this _____ day of _____, _____.
Date Month Year

Renter's Authorized Agent (please print name)

Title

Renter's Authorized Agent (Signature)

Lewisville Independent School District
 Class A Schedule of Fees
 YMCA & BOY/GIRL SCOUTS

Rooms	High School	Middle School	Elementary School	Charge Type
Damage Deposit (Refundable)	\$250.00	\$250.00	\$250.00	Per Campus
Administration Fee	\$10.00	\$10.00	\$10.00	Per Campus
PERFORMING ARTS CENTER				
Auditorium (4 hour minimum)	\$25.00	\$20.00	n/a	Per Hour
Drama Room	\$15.00	n/a	n/a	Per Hour
Auditorium Sound System <i>LISD Technicians (required to operate sound system)</i>	\$100.00	\$100.00	n/a	Per Event
Lighting Technician	\$20.00	\$20.00	n/a	Per Hour
Sound Technician	\$20.00	\$20.00	n/a	Per Hour
Stagehand Technician	\$20.00	\$20.00	n/a	Per Hour
Technical Supervisor	\$30.00	\$30.00	n/a	Per Hour
CAFETORIUM				
*PA System in Cafetoriums	\$20.00	\$16.00	\$12.00	Per Hour
*renter must provide microphone	\$75.00	\$75.00	\$75.00	Per Event
-	-	-	-	
GYMS				
Large Gym	\$22.50	\$14.00	\$10.00	Per Hour
Small Gym	\$15.00	\$12.50	n/a	Per Hour
CLASSROOMS				
	\$7.50	\$7.50	\$7.50	Per Hour
ATHLETIC FIELDS				
Tennis Courts/Tournaments Only-No lights				
Per Court				
- 3 hour minimum	\$9.00	-	-	Per Hour
- Each Additional hour	\$2.50	-	-	Per Hour
Softball/Baseball Fields				
With Lights	\$35.00	-	-	Per Hour
Without Lights	\$25.00	-	-	Per Hour
Scoreboard (Tech Required)	N/A	-	-	Per Event
-Preparation Fee (If crew available)	\$35.00	-	-	If Crew Available
Middle & High School Practice Fields				
With Lights	\$40.00			Per Hour
Without Lights	\$25.00			Per Hour
PERSONNEL FEES				
Rental Supervisor	\$25.00	\$25.00	\$25.00	Per Hour
Custodian (4 hour minimum)	\$27.00	\$27.00	\$27.00	Per Hour
Facility Services Technician	\$30.00	\$30.00	\$30.00	Per Hour
OTHER FEES				
Tables	\$10.00	\$10.00	\$10.00	Each
Chairs	\$0.50	\$0.50	\$0.50	Each
Risers	\$10.00	\$10.00	\$10.00	Per Section

Lewisville Independent School District

Class B Schedule of Fees
NON-PROFIT ORGANIZATIONS

Rooms	High School	Middle School	Elementary School	Charge Type
Damage Deposit (Refundable)	\$250.00	\$250.00	\$250.00	Per Campus
Administration Fee	\$10.00	\$10.00	\$10.00	Per Campus
PERFORMING ARTS CENTER				
Auditorium (4 hour minimum)	\$45.00	\$40.00	n/a	Per Hour
Drama Room	\$30.00	n/a	n/a	Per Hour
Auditorium Sound System <i>LISD Technicians (required to operate sound system)</i>	\$100.00	\$100.00	n/a	Per Event
Lighting Technician	\$20.00	\$20.00	n/a	Per Hour
Sound Technician	\$20.00	\$20.00	n/a	Per Hour
Stagehand Technician	\$20.00	\$20.00	n/a	Per Hour
Technical Supervisor	\$30.00	\$30.00	n/a	Per Hour
CAFETORIUM				
*PA System (if available)	\$75.00	\$75.00	\$75.00	Per Event
*renter must provide microphone	-	-	-	
GYMS				
Large Gym	\$65.00	\$28.00	\$10.00	Per Hour
Small Gym	\$30.00	\$25.00	-	Per Hour
CLASSROOMS				
	\$15.00	\$15.00	\$15.00	Per Hour
ATHLETIC FIELDS				
Tennis Courts/Tournaments Only-No lights	Per Court			
- 3 hour minimum	\$9.00	-	-	Per Hour
- Each Additional hour	\$2.50	-	-	Per Hour
Softball/Baseball Fields		-	-	Per Hour
With Lights	\$35.00	-	-	Per Event
Without Lights	\$25.00	-	-	Per Hour
-Preparation Fee (If crew available)	\$35.00	-	-	If Crew Available
Middle & High School Practice Fields				
With Lights	\$40.00			Per Hour
Without Lights	\$25.00			Per Hour
PERSONNEL FEES				
Rental Supervisor	\$25.00	\$25.00	\$25.00	Per Hour
Custodian (4 hour minimum)	\$27.00	\$27.00	\$27.00	Per Hour
Facility Services Technician	\$30.00	\$30.00	\$30.00	Per Hour
OTHER FEES				
Tables	\$10.00	\$10.00	\$10.00	Each
Chairs	\$0.50	\$0.50	\$0.50	Each
Risers	\$10.00	\$10.00	\$10.00	Per Section

Lewisville Independent School District
Class C Schedule of Fees

Rooms	High School	Middle School	Elementary School	Charge Type
Damage Deposit (Refundable)	\$250.00	\$250.00	\$250.00	Per Campus
Administration Fee	\$10.00	\$10.00	\$10.00	Per Campus
PERFORMING ARTS CENTER				
Auditorium (4 hour minimum)	\$200.00	\$150.00	n/a	Per Hour
Drama Room	\$75.00	n/a	n/a	Per Hour
Auditorium Sound System <i>LISD Technicians (required to operate sound system)</i>	\$100.00	\$100.00	n/a	Per Event
Lighting Technician	\$20.00	\$20.00	n/a	Per Hour
Sound Technician	\$20.00	\$20.00	n/a	Per Hour
Stagehand Technician	\$20.00	\$20.00	n/a	Per Hour
Technical Supervisor	\$30.00	\$30.00	n/a	Per Hour
CAFETORIUM				
*PA System in Cafetoriums (if available)	\$75.00	\$75.00	\$75.00	Per Event
<i>*renter must provide microphone</i>	-	-	-	
GYMS				
Large Gym	\$135.00	\$85.00	\$80.00	Per Hour
Small Gym	\$120.00	\$70.00	n/a	Per Hour
CLASSROOMS				
	\$30.00	\$30.00	\$30.00	Per Hour
ATHLETIC FIELDS				
Tennis Courts/Tournaments Only-No lights	Per Court			
- 3 hour minimum per court	\$9.00	-	-	Per Hour
- Each Additional hour	\$2.50	-	-	Per Hour
Softball Fields				
-3 hour minimum Rental				
With Lights	\$125.00	-	-	Per Hour
Without Lights	\$75.00	-	-	Per Hour
Baseball Fields				
-3 hour minimum Rental				
With Lights	\$150.00	-	-	Per Hour
Without Lights	\$100.00	-	-	Per Hour
-Preparation Fee (If crew available)	\$35.00	-	-	If Crew Available
Middle & High School Practice Fields				
With Lights	\$57.00	-	-	Per Hour
Without Lights	\$36.00	-	-	Per Hour
PERSONNEL FEES				
Rental Supervisor	\$25.00	\$25.00	\$25.00	Per Hour
Custodian (4 hour minimum)	\$27.00	\$27.00	\$27.00	Per Hour
Facility Services Technicians	\$30.00	\$30.00	\$30.00	Per Hour
OTHER FEES				
Tables	\$10.00	\$10.00	\$10.00	Each
Chairs	\$0.50	\$0.50	\$0.50	Each
Risers	\$10.00	\$10.00	\$10.00	Per Section

EVENT CHECK-IN FORM

Facility: _____

Event Code: _____

Organization: _____

Date of Event: _____

Event Name: _____

Event Hours: _____

Organization Contact: _____

I am your LISD Site Supervisor: _____ Check in Time: _____

NOTE: Failure to complete the Check-In/Check-Out Form with your LISD Site Supervisor could result in you being liable for items not noted on this form prior to your event.

1. Please check the areas that are listed on your Rental Agreement:

	<u>CLEAN</u>		<u>Any Damage</u>		<u>Explain</u>
	Yes	No	Yes	No	
Auditorium	Yes	No	Yes	No	_____
Drama Room	Yes	No	Yes	No	_____
Cafeteria	Yes	No	Yes	No	_____
Gym (Lg.)	Yes	No	Yes	No	_____
Gym (Sm.)	Yes	No	Yes	No	_____
Restrooms	Yes	No	Yes	No	_____

2. Please check all equipment being used:

	<u>Ready for Use</u>		<u>Any Damage</u>		<u>Explain</u>
	Yes	No	Yes	No	
Sound System	Yes	No	Yes	No	_____
Lights	Yes	No	Yes	No	_____

3. Please check the requested setup

	<u>Set-up Ready</u>		<u>Any Damage</u>		<u>Explain</u>
	Yes	No	Yes	No	
Tables	Yes	No	Yes	No	_____
Chairs	Yes	No	Yes	No	_____
Risers	Yes	No	Yes	No	_____

4. Please note anything of concern or in question:

Signatures:

Renter: _____ Time: _____ Date: _____

LISD Staff: _____ Time: _____ Date: _____

Pre Event Hours: _____

Event Hours: _____

Post Event Hours: _____

EVENT CHECK-OUT FORM

1. Please check the areas that are listed on your Rental Agreement:

	<u>Any Damage</u>		<u>Explain</u>
Auditorium	Yes	No	_____
Drama Room	Yes	No	_____
Cafeteria	Yes	No	_____
Gym (Lg.)	Yes	No	_____
Gym (Sm.)	Yes	No	_____
Restrooms	Yes	No	_____

2. Please check all equipment being used:

	<u>Any Damage</u>		<u>Explain</u>
Sound System	Yes	No	_____
Lights	Yes	No	_____
Scoreboard	Yes	No	_____

3. Please check the requested set-up:

	<u>Any Damage</u>		<u>Explain</u>
Tables	Yes	No	_____
Chairs	Yes	No	_____
Risers	Yes	No	_____

4. Please note anything of concern or in question:

5. Did the LISD on-site Supervisor perform their duties?

_____ Date: _____ Time: _____
Renter's Signature

LISD USE ONLY

Did The Group abide by the LISD Rental Agreement?

LISD Staff: _____ Date: _____

Time Event Ended: _____

Custodial Hours: _____ Supervisor Hours: _____

Please be sure lights are turned off.
(Please turn all paper work back into school to be sent to Rental/Utilities Coordinator.)