

REQUEST FOR USE OF SCHOOL FACILITY

USE OF SCHOOL FACILITIES POLICY The Board of Education believes that the first priority in the use of the school district facilities is the education of children in the district. However, local citizens are encouraged to use the facilities for other reasonable educational, recreational, and social functions. The board shall exercise its authority to fix and collect rental rates and charges for the occupancy of use of school facilities in such amounts and in such a manner as may be determined. The superintendent is directed to establish rules and regulations in support of this policy.

Complete and Print the following Request for Use of School Facilities Form.

Request Use of (name of facility being requested)

Date(s) of Use: From To:

Starting (Time of Day) Ending (Time of Day)

Request Made By: (sponsoring group or organization)

Purpose of Use:

Admission Charge: YES NO

The following stipulations apply to non-school related individuals, groups, and organizations.

1. Observe the rules and regulations for the use of school facilities as established in the adopted board policy and regulations.
2. Assume full responsibility for loss or damage to school district property resulting from such use
3. Assume full responsibility for personal injury sustained by any person as a result of such use and waive all school district liability
4. Pay the usual and customary fee for such use
5. Sign a hold-harmless agreement with the school district
6. Signing this statement also assures the school district that the sponsoring group or organization has liability insurance.

I have read and understand the Request for Use of School Facilities Policy and agree to the terms of use listed above.

Please Print Your Name: _____

Your Signature: _____

Request Approved: _____ Fee: \$ _____