

APPLICATION FOR USE OF SCHOOL FACILITIES

A copy of the Board policy regarding use of school facilities is furnished herewith. Applicants are responsible for knowing the contents of this policy.

Name of Organization Date of Application

Activity for which use is requested: (Be specific)

Applying for the use of: Multipurpose Room LLHS DelGado Gym Classroom Restroom Athletic Field(s) LLHS New Gym Kitchen Library KEC Perf Arts Ctr KEC Sound & Lighting

At the school, on Name of School Date(s) of Activity

Beginning and Ending times: From a.m./p.m. to a.m./p.m.

of Participants: If over 250, who will provide security?

Will admission be charged? If yes, for what purpose will the proceeds be used? (Be specific):

Person applying for use: Phone:

Address:

Fax: Email:

Relationship to Organization: (Officer, member, etc.)

Outside Agencies Only: Will alcoholic beverages be served?: If yes, attach copy of Event Permit per Division 9 of the Business & Professions code 25608

Note: The person applying on behalf of a society, group, or organization must be a member of the society, group, or organization. He or she must also be an officer of the organization or present written authorization from the organization to make such application.

An approved application may be revoked with reasonable notice when the district facilities are needed for school purposes.

When weather conditions (rain, snow, etc.) are such that use may be harmful to the playing surface, a permit to use school playing fields may be cancelled. Any violation of law or district policy may result in the immediate cancellation of the permit and/or the forfeiture of further use of school facilities. The district reserves the right to revoke permission to use district facilities at any time that it is deemed to be in the best interests of the district.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned as a material part of the consideration for use of the property of the School District, hereby waives on its behalf all claims and demands against the School District, its officers, agents, and employees for any such loss, damage, or injury to the undersigned or any of its agents, employees, licensees, invitees, or other persons, and hereby agrees to defend, indemnify and hold harmless the School District, its Board of Trustees, Officers, Agents and Employees, individually and collectively, from and against all losses, claims, demands, suits, actions, payments, judgments, damages, costs and expenses, including attorneys fees, arising from personal or bodily injuries, property damage or otherwise, brought or recovered against any of the above that may arise from the undersigned's use or occupancy of School District facilities, furniture or equipment.

Name of Organization: _____

For use of (School): _____ on the date(s) of _____

Signature: _____ Date: _____

Signature: _____ Date: _____

ESTIMATE OF FEES (Please see current Facility Use Fee Schedule):

Restroom Fee: \$30 x $\frac{\text{_____}}{\text{\# of bathrooms}}$ x $\frac{\text{_____}}{\text{\# of days}}$ = \$ _____

Custodian Fee: \$35/hour x $\frac{\text{_____}}{\text{\# hours}}$ = \$ _____

Facility Use Fee: \$ _____/hour x $\frac{\text{_____}}{\text{\# of hours}}$ = \$ _____

TOTAL ESTIMATE: = \$ _____

PERMISSION TO USE SCHOOL FACILITIES

I, as principal of the school, certify I have received the following:

1. ___ The completed written request for use of District facilities on the form provided by the District
2. ___ The signed Hold Harmless Agreement
3. ___ Proof of liability insurance in the amount of at least \$500,000
4. ___ Special Event Permit per Division 9 of the Business & Professions code 25608, if outside agency is serving alcoholic beverages

The estimated fee for use is: \$ _____. The fee for use of the facility will be billed by the District Office.

PERMISSION GRANTED:

PRINCIPAL'S SIGNATURE

DATE