

**APPLICATION AND AGREEMENT
FOR USE OF SCHOOL FACILITIES**

Ronan Public Schools

Please print or type:

Organization Requesting Use: _____

Authorized Representative: _____

Title

Email (Required): _____ Telephone No.: _____

Address: _____

Requested Facility: _____

Type of activity for which the facility will be used (*please provide detailed description*):

Estimated number of participants in activity and/or audience: _____

Will an admission fee be charged or donations taken? _____

If so, how much will be charged and for what purpose will the receipts be used? _____

Date(s) facility requested: _____

Time in: _____ Time out: _____

Do you require access to any school equipment? Yes No If yes, what equipment?

AGREEMENT TO CONDITIONS OF USE

On behalf of the above-referenced organization, I hereby attest to the following:

1. The Applicant has been provided with a copy of the School District’s Policy 4330, “Community Use of School Facilities” (“Policy”), and has read and fully understands its contents. The Applicant agrees to abide by all terms, conditions, and limitations set forth in the Policy.
2. The Applicant understands that the School District reserves the right to cancel this use agreement at any time in the event of an emergency (as determined by the school administration) or under any circumstances where the School District requires the use of the facility for its own activities. In that event the Applicant also understands that the School District will attempt to provide an alternative facility for the Applicant’s use.
3. The Applicant agrees to promptly make payment to the School District of any charges, reimbursements, or other fees required of the Applicant under the terms of the Policy.
4. The Applicant agrees to repair and make good any and all damages which may occur to School District property as a result of or in any way connected to the Applicant’s use of the facilities.
5. The Applicant agrees to deposit the sum of _____ Dollars (\$ _____) in cash or a cashier’s check on or before _____, 20___. The Applicant understands that this deposit will first (1st) be credited to any charges, reimbursements, or other fees required of the Applicant under the terms of the Policy and that any remaining balance will be returned to the Applicant. In the event the applicable charges, reimbursements, or other fees required of the Applicant under the terms of the Policy exceed the deposit amount, the Applicant agrees to promptly make payment of that excess to the School District.
6. The Applicant agrees to indemnify and hold the School District harmless from any claims, losses, damages, expenses, or liability that may arise as a result of or in any way connected to the Applicant’s use of School District facilities. The School District requires \$2,000,000 occurrence and \$2,000,000 aggregate liability coverage.
7. The Applicant agrees and represents that any activities it conducts in connection with its use of School District facilities will comply in all respects with all applicable laws, statutes, regulations, ordinances, and policies and agrees to indemnify and hold the School District harmless for any failure on the Applicant’s part to abide by this agreement and representation.

Printed Name: _____

Signature: _____

Date: _____

- SCHOOL DISTRICT USE ONLY -

Number of personnel needed: _____ Time needed: _____

Number of personnel and hours approved: _____

Special Instructions: _____

Estimated fees/costs/ reimbursements due from the Applicant: _____

Approval:

Facilities Coordinator: _____ Date: _____

Building Administrator: _____ Date: _____