

APPLICATION AND PERMIT FOR USE OF SCHOOL FACILITIES

Name of Organization _____ Contact Person/Title _____

Address _____ City _____ Zip _____ Phone () _____

Representative who will be PRESENT to supervise this activity _____ Phone () _____

REQUEST IS HEREBY MADE FOR THE USE OF THE FOLLOWING SCHOOL PROPERTY AT _____ SCHOOL

Purpose for Use _____ School property requested _____
(list in detail: rooms, grounds, and equipment needed)

Date of Proposed use Day of Week _____ Month _____ Day _____ Year _____ Hours _____ a.m./p.m. to _____ a.m./p.m.

Date of Recurring use Day of Week _____ Month _____ Day _____ Year _____ Hours _____ a.m./p.m. to _____ a.m./p.m.

Date of Recurring use Day of Week _____ Month _____ Day _____ Year _____ Hours _____ a.m./p.m. to _____ a.m./p.m.

PLEASE NOTE: If more than three days of use is requested, please attach schedule of additional dates and hours.

Meeting open to public? Yes No / Admission charged? Yes No / Contributions solicited? Yes No Amount \$ _____

If yes, for what purpose will proceeds be used? _____ Attendance expected _____

APPLICANTS AGREEMENT

On behalf of the organization listed, I agree to comply with all the rules and regulations of the Board of Trustees and the State Laws pertaining to the use of School Property, for Civic Use Purposes, and certify that I am duly authorized to sign this application, and further that the above organization does hereby agree to INDEMNIFY AND HOLD HARMLESS THE DIXIE SCHOOL DISTRICT AGAINST AND LOSS OF WHATSOEVER NATURE OR KIND ARISING FROM DAMAGE TO PERSON OR PROPERTY, and if school equipment is used, does hereby agree to pay for damage above and beyond normal wear and tear.

NOTE:All applications for use of facilities must have prior signature of the Principal of the School. Final establishment of fees shall be made through the Dixie School District Business Office. **CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL ROOM USERS.**

Signature _____ Date _____

SCHOOL PRINCIPAL'S RECOMMENDATION

This use will not conflict with the educational program and activities of the school. In my opinion this use is permitted by the regulations of the Board of Trustees and State Law. Permission to use school property is granted.

Principal's Signature _____ School _____ Date _____

REGULATIONS CONCERNING USE OF SCHOOL FACILITIES

Use of school facilities will be with the understanding that the following regulations will be observed:

- Organizations using buildings or grounds will provide supervision to prevent:
 - Tobacco use on district property.
 - Eating in any area without specific authorization.
 - Use or consumption of alcoholic liquors.
 - Standing, sitting or in any way blocking aisles, stairs or exits.
 - Use of flammable properties or decorations.
- Children participating in program will be supervised at all times.
- If extra "clean-up" work is made necessary by the use of facilities it is agreed that the using organization will pay for the custodian's time even though this charge does not appear under the STATEMENT OF CHARGES.
- Requests for additional services, rooms, equipment, etc. will be made at least TEN DAYS prior to the proposed date of use; and only the rooms or area and equipment requested and approved will be used. USE will be limited to the TIME SPECIFIED in this document.
- Cancellations will be made at least 48 (forty-eight) hours prior to the date of use.
- Applicant organization will enforce district policy prohibiting tobacco use at all times on all district property, including outdoors.

For School District Use Only: Statement of Charges

Free Use Permitted by Policy #1330
Charge for User \$ _____ per hour
Total Charge \$ _____ (Approximation)
BOARD OF TRUSTEES OF DIXIE SCHOOL DISTRICT
BY _____

THIS IS NOT A BILL. A BILL WILL BE SENT TO YOU AFTER USE. Date _____ Rev 8/96