

REQUEST FOR USE OF SCHOOL FACILITIES

We seek permission to use the following school facilities:

Name of the organization: _____

Name of adult in charge: _____

Name of staff member attending all activities involved for this event: _____

School staff member signature: _____

Property to be used: _____

Date to be used: _____

If for a season or extended period, state beginning and ending dates.

| <u>Day</u> | <u>Date</u> | <u>Hours:</u> | <u>From</u> | <u>To</u> |
|------------|-------------|---------------|-------------|-----------|
| _____ | _____ | | _____ | _____ |
| _____ | _____ | | _____ | _____ |

We wish entrance to the building at: _____(time)

We will vacate the building by: _____(time)

Note: All night activities must be completed by 11:00P.M.

Purpose: _____

District grounds and facilities shall be available for the below-listed uses. When there are competing interests, approval will be given to the following priorities. Please indicate the one that reflects your group:

- ___ A. uses directly related to the school and the operations of the school
- ___ B. uses and groups indirectly related to the schools
- ___ C. resident organizations of the District
- ___ D. non-resident organizations

We (will) (will not) charge an admission fee.

If fees are to be charged to the organization payment is to be made promptly within thirty (30) days after use. Make checks payable to the Waynesfield-Goshen Local School District, 500 N. Westminster St. Waynesfield, Ohio 45896.

We require use of the following, and understand there may be a charge for such use.

- | | |
|-------------------------------|-----------------------|
| ___ Stage | ___ Sound System |
| ___ Special Lighting | ___ Tables and Chairs |
| ___ Piano | ___ Folding Chairs |
| ___ Projector/TV/DVD/Computer | ___ Locker Rooms |

Name of school staff member responsible for operating school equipment: _____

School staff member signature : _____

AGREEMENT:

Said Board of Education agrees to the use of the following described property by said Renter, on the date (dates) indicated at the price set forth and under the conditions listed in the Policies of the Board.

It is agreed that the above-described property will not be used for any unlawful purpose and the Renter will keep the property in as good condition as it now is, reasonable use excepted.

It is further agreed that school use of the properties shall have first priority and that the Board of Education reserves the right to cancel this agreement if such need arises or if said agreement is found to be in violation of State or Local regulations. When school facilities are scheduled for multiple days (practices or events) Board Policy and procedure shall be maintained.

It is expressly agreed that all use of the Waynesfield-Goshen Local School facilities shall be undertaken by me at my sole risk, and I will indemnify, save, and hold harmless the Waynesfield-Goshen School District and its employees, and said school district and its employees shall not be liable for any injuries, damages or losses to me or my guest(s), or be subject to any claim, demand, injury, or damages whatever including, without any limitation those damages resulting from acts of active or passive negligence on the part of Waynesfield-Goshen Local Schools or its employees, officers, or agents. I, for myself, and on behalf of my executors, administrators and assigns, do hereby expressly forever release and discharge Waynesfield-Goshen Local Schools, its successors and assigns, as well as its employees, officers, and agents, for all such claims, demands injuries, damages or causes of action.

It is specifically agreed that the Waynesfield-Goshen Local Schools shall not be responsible or liable to me or my guest (s) for articles lost or stolen at the school. The Waynesfield-Goshen Local Schools also shall not be liable for loss or damage to any property of mine or my guest (s) including their automobiles and contents therein.

In Witness Whereof, the parties hereto have set their hands to duplicate copies of this agreement on the date first above written.

(RENTER)

SIGNATURE: _____ DATE: _____

ADDRESS: _____

TELEPHONE: _____

This approval is subject to certain other conditions as set forth below:

- Staff member in charge must have agreed to this responsibility prior to Administrator’s approval.
- If Board approval is not possible prior to event the Superintendent must approve.

(ADMINISTRATION SIGNATURES)

PRINCIPAL _____ DATE: _____

BOARD PRESIDENT _____ DATE: _____

SUPERINTENDENT _____ DATE: _____

APPROVED ____ DENIED ____