

# REQUEST FOR USE OF SCHOOL FACILITIES AND/OR GROUNDS BRAWLEY UNION HIGH SCHOOL DISTRICT

\_\_\_\_\_ 20 \_\_\_\_\_

The undersigned hereby requests permission to use \_\_\_\_\_  
*School* *Facility*

Date _____	Hours of Use _____ m to _____ m	Date _____	Hours of Use _____ m to _____ m
_____	_____ m to _____ m	_____	_____ m to _____ m

Starting time of activity is \_\_\_\_\_ Doors to open at \_\_\_\_\_

Expected Attendance \_\_\_\_\_ The meeting will \_\_\_\_\_ will not \_\_\_\_\_ be open to the general public.

Will admission be charged or donations accepted? Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, amount? \_\_\_\_\_

Name and address of charity \_\_\_\_\_

Percent of proceeds to the above \_\_\_\_\_ % \_\_\_\_\_

Purpose and Nature of Use \_\_\_\_\_

Person in Charge \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

I hereby certify that I shall be responsible on behalf of this organization for any loss, damage, or destruction sustained by the school premises, furniture or equipment as a result of the occupancy of said premises by this organization. I agree to sign and submit the attached Hold Harmless Agreement with this request.

I, on behalf of the organization, have read and agree to abide by and to enforce the rules set forth in Board Policy No. 1001 and other relevant District rules regarding the use of school facilities. The employee assigned by the district will be under the complete control of the district.

**Insurance:** \_\_\_\_\_ shall, at all times during the term of this agreement, provide insurance at its own cost and expense, procure and continue and maintain in full force comprehensive general liability insurance in a minimum amount of \$1,000,000. Said insurance shall indemnify both \_\_\_\_\_ and Brawley Union High School District and its officers, agents and employees. A certificate of insurance shall be provided to the School District no later than three (3) school days before the date of use of the facilities or grounds. It is further agreed that User's insurance shall be considered primary insurance for the payment and indemnification of any costs and/or damages. School District's comprehensive general liability insurance shall be considered "excess" coverage which shall become obligated only upon the exhaustion of the primary coverage.

**Property Condition:** Brawley Union High School District makes no warranties or representations as to the fitness of the facilities or equipment to be used in connection with the event above named. The School District does not warrant or represent that the facilities and/or equipment are reasonably safe for the identified use above,, or that there is adequate security for the use of the facilities and/or equipment.

**Severability:** The unenforceability, invalidity, or illegality of any provision of this agreement shall not render the other provision unenforceable, invalid or illegal.

**Employee Services Required:** Name of Group \_\_\_\_\_

**Equipment Required:** Address \_\_\_\_\_

P.A. System \_\_\_\_\_ Telephone \_\_\_\_\_ *Zip Code*

Spotlight \_\_\_\_\_

Piano \_\_\_\_\_ Authorized Representative's Signature \_\_\_\_\_

Tables \_\_\_\_\_ Title \_\_\_\_\_

Chairs \_\_\_\_\_

Podium \_\_\_\_\_ Home Address \_\_\_\_\_

Other \_\_\_\_\_ Telephone \_\_\_\_\_ *Zip Code*

**Kitchen Services:** \_\_\_\_\_

Coffee Maker \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

Utensils \_\_\_\_\_ Liability Insurance Carrier \_\_\_\_\_ Certificate Attached \_\_\_\_\_

*Recommended:* \_\_\_\_\_ Date \_\_\_\_\_

*Principal*

Approved: \_\_\_\_\_ Date \_\_\_\_\_ Fee \_\_\_\_\_

*(Insert Position Here)*