

JACOBY CREEK SCHOOL DISTRICT
Application and Permit for Use of School Facilities

Date: _____

Organization Requesting Facility: _____

Facility being requested for use: _____

Dates of Use
(Attach separate schedule if necessary)

Hours of Use

_____ to _____

_____ to _____

Approximate number of participants _____ The applicant agrees that this is NOT an open gym and is responsible for the health and safety of all designated group participants involved.

Purpose of facility use: _____

The applicant will have the following person (s) present to supervise the activity _____

Admission fees to be collected: ___ No ___ Yes Use of fees: _____

For District Office Completion:

Rental fee (estimated based upon request): _____ Special Instructions: _____

Use approved by: _____ Title: _____ Date: _____

Rules and Regulations for Use

1. The applicant agrees to hold the Jacoby Creek School District, its Board of Trustees, and individual members thereof, and all District officers, agents, and employees free and harmless from any loss, damage, liability, cost or expense that may arise out of, or be caused in any way by, such use or occupancy of school property.
2. Applicant shall provide a certificate of insurance prior to actual facility use. This certificate shall show that they are properly insured (\$1,000,000 general liability with combined single-limit or bodily injury and property damage). In addition, this certificate shall name the Jacoby Creek School District as an "additional named insured", without obligation for payment of premium payments. The applicant agrees that at all times the school facilities remain under the control of the agents of the governing board of the Jacoby Creek School District.
3. The applicant agrees that they will be financially responsible for any damages or losses sustained to the school building, furniture, equipment or grounds, accruing through the occupancy or use of said facilities by the applicant.
4. The applicant certifies that they have been informed that the Jacoby Creek School District maintains a tobacco/drug free environment and the applicant agrees to announce the District's tobacco/drug free policy at events being held by their group on Jacoby Creek School District property.

5. No alcoholic beverages, intoxicant or controlled substance in any form shall be brought onto the property of the District. Violation of this regulation shall be justification for immediate termination of the event, closing of the facility and denial of future use requests.

6. The applicant agrees to abide by the hours stipulated in this permit and will be expected to have all individuals participating in the activity out of the building at the expiration time authorized in this permit.

7. Any permit for the use of the school facilities may be revoked without prior notice where conflicting dates have resulted or where need of the property for public school purposes has subsequently developed.

8. The governing board of any school district shall authorize the use of any school facilities or grounds under its control, when an alternate location is not available, to nonprofit organizations, and clubs or associations organized to promote youth and school activities.

This subdivision shall not apply to any group that uses school facilities or grounds for fundraising activities that are not beneficial to youth or public school activities of the district, as determined by the governing board.

9. Except as otherwise provided by law, the governing board may charge an amount not to exceed its direct costs for use of its school facilities. Each governing board that decides to levy these charges shall first adopt a policy specifying which activities shall be charged an amount not to exceed direct costs.

10. The governing board of any school district may charge an amount not to exceed its direct costs for use of its school facilities by any entity, including a religious organization or church, which arranges for and supervises sports league activities for youths as described in paragraph (6) of subdivision (b) of Section 40041.

11. The governing board of any school district that authorizes the use of school facilities or grounds for the purpose specified in paragraph (3) of subdivision (b) of Section 40041 (the conduct of religious services for temporary periods, on a one-time or renewable basis...that has no suitable meeting place for the contract of services...) shall charge the church or religious denomination an amount at least equal to the district's direct costs.

12. In the case of entertainments or meetings where admission fees are charged or contributions are solicited and the net receipts are not expended for the welfare of the pupils of the district or for charitable purposes, a charge shall be levied for the use of school facilities or grounds which charge shall be equal to fair rental value.

13. If any group activity results in the destruction of school property, the group may be charged for an amount necessary to repay the damages, and further use of the facilities may be denied.

14. As used in this section, "direct costs" to the district for the use of school facilities or grounds means those costs of supplies, utilities, janitorial services, services of any other district employees, and salaries paid district employees necessitated by the organization's use of the school facilities and grounds of the district.

15. The applicant is responsible to return the key and no duplication of key is permitted. If the key is lost or duplicated for the facility stated on permit, the charge to re-key the facility will be at the applicant's expense. The key issued for the facility will only be used for the date stated on application.

16. The undersigned states that the school property for use of which application is hereby made will not be used for the commission of any act intended to further any program or movement whose purpose it is to accomplish the overthrow of the Government of the United States by force, violence, or other unlawful means; and that to the best of their knowledge, the applicant group is not a communist-action organization or communist-front organization required by law to be registered with the Attorney General of the United States.

I certify that I have been duly authorized by the organization to act on its behalf in making application for use of facilities. I also certify that I have read the above rules and regulation, conditions, and terms of this application; and that I, and the organization which I represent, will abide by them and to all other rules and regulations which are communicated to us by the Jacoby Creek School District Board of Trustees and its authorized agents. I understand that rental fees and charges (if applicable) are due and payable upon receipt of an invoice from the district.

Signature of Applicant Representative: _____ Telephone: _____

Date: _____ Printed Name: _____

Address Invoice (if applicable) to: _____
(Street or P.O. Box, City, State, Zip Code)

Issued Key/Code Number _____

Fee Structure:

Gymnasium	Hourly Fee \$40.00	Library	Hourly Fee \$20.00
Lounge/Kitchen	Hourly Fee \$20.00	Music Room/Classroom	Hourly Fee \$20.00
Kitchen	Hourly Fee \$20.00	Courtyard/Restrooms	Hourly Fee \$20.00

Groups who reside within the JCS boundaries, or serve children attending JCS may have their fee waived.

Facility Requested: _____

Special Needs: _____ Bleachers out for seating _____ # of chairs set-up _____ PA System
_____ Podium _____ Chairs _____ Tables _____ Scoreboard _____ TV/VCR _____ Whiteboard

Other equipment needed: _____

*Custodian hourly rate after school time/weekend is \$30.00 per hour.