

AGREEMENT FOR TEMPORARY USE OF SCHOOL FACILITIES

SECTION I: TO BE COMPLETED BY ORGANIZATION REQUESTING PERMISSION TO USE FACILITIES

"The Organization" Requesting Permission To Use Facilities _____

Address _____

Street Address

City

State

ZIP

Telephone Number _____

E-Mail Address _____

Tax Exempt Number of Non-Profit Organization

Name of School _____ **Facility To Be Used** _____

Date(s) of Use _____

Facilities may not be leased for time periods longer than six months.

Time of Use From _____ am _____ pm To _____ am _____ pm

Purpose of Use _____

Fees Charged Y/N Fee/Participant _____ (Required Information)

The Organization hereby releases, acquits and forever discharges the School Board of Bay County ("School Board"), its officers, agents and employees, of and from every claim, demand, cause of action or right of whatsoever nature or kind, for personal injuries, illness, disease or damage to property, arising from or associated with this agreement or the use of school facilities, equipment or property by the Organization or any of its officers, agents, employees, contractors or students, sustained at any time in the future by the Organization or any of its officers, agents, employees, contractors, or students, except as may result solely from the negligence or intentional act of the School Board, its officers, agents or employees. Further the Organization agrees to defend, indemnify and hold the School Board, its officers, agents and employees harmless of and from every such claim, demand, cause of action or right of whatsoever nature or kind, except as may result solely from the negligence or intentional act of the School Board, its officers, agents or employees. The Organization, at its own cost, expense and risk, shall defend any legal proceedings that may be brought against the School Board on any claim or demand arising out of the use of the School Board's facilities, equipment or property and shall satisfy any judgment that may be rendered against the Board. The School Board shall notify the Organization of the receipt of any such claim or demand.

The Organization agrees not to reassign or sublet the facilities, equipment or property requested herein or any part thereof for any other purpose than specified herein. The Board reserves the right of use of the facilities, equipment or property and agrees to notify the Organization of any changes to this Agreement within 48 hours of the Organization's activity. Organization agrees to pay rental fees in advance and reimbursement for any damage to the facilities, equipment or property herein within 10 days of the date of billing. Organization further agrees to provide to the Board a "Certificate of Liability Insurance" form stating coverage in at least the amount of \$100,000 per person and \$300,000 per occurrence 48 hours prior to use of the facility, equipment, or property. Organization shall adhere to host facility regulations and procedures, School Board policy, and applicable state and federal laws regarding use of school facilities, equipment or property.

Signature of Authorized Representative of Organization: Signature _____ Date _____

SECTION II: TO BE COMPLETED BY APPLICABLE SCHOOL ADMINISTRATOR

I recommend that the above organization be authorized to use the facilities as its use does not conflict with school activities and I will collect all fees.

SIGNATURE _____ DATE _____

School Administrator or Designee

FEE SCHEDULE

<u>Daily Rate per Classroom for All Schools</u>	\$10.00 (Indoors or Outdoors)	<u>High School Baseball/Softball Fields</u>	\$50.00 Each Game
		Electrical Fee	\$30.00 Each
	Game		

Cafeteria, Auditorium, Gymnasium

High & Middle Schools	1 st hour	\$100.00; additional hours \$25.00
Elementary Schools	1 st hour	\$50.00; additional hours \$15.00

Stadiums

Rental Fee	1 st hour	\$250.00; additional hours \$75.00
Electrical Fee	1 st hour	\$50.00; additional hours \$50.00

If any facility is used for a profit making activity, the fee assessed shall be equal to 10% of the gross proceeds or the fee set forth above, whichever is greater.

FEE TO BE ASSESSED ORGANIZATION

First Hour.....				\$ _____
Additional Hours: _____ x _____	=			\$ _____
Total.....				\$ _____