

COMMUNITY USE/RENTAL OF SCHOOL FACILITIES – AGREEMENT/CONTRACT

1. MOUNTAIN HOME SCHOOL DISTRICT NO. 193, hereinafter referred to as the “SCHOOL DISTRICT,” grants to the following organization,

_____ (Name of Organization)

Hereinafter referred to as the “RENTER,” permission to use of the following facility, grounds, and/or equipment, under the conditions as described:

2. Facility: _____

3. Room: _____

Equipment/Grounds: _____

Specific Date(s): _____

Specific Time(s): Between the hours of _____ and _____

4. Purpose: _____

5. Rooms/Equipment/Services Requested & Fee: (For District Office Use Only)

A. Room(s):	Fee(s)	\$ _____
Room(s):	Fee(s)	\$ _____
<small>List rooms: gym, classroom, etc. See Facility/Personnel Fee Schedule</small>		

B. Equipment:	Fee(s)	\$ _____
Grounds:	Fee(s)	\$ _____
<small>List equipment requested. Equipment lost or damaged must be paid for or replaced with an acceptable item of equal value.</small>		

C. Services/Personnel:	Hrs.: _____	Fee(s)	\$ _____
Custodial	Hrs.: _____	Fee(s)	\$ _____
Other	Hrs.: _____	Fee(s)	\$ _____
<small>Custodial, kitchen, sound, lights, etc. See Facility/Personnel fee schedule.</small>			

D. Total Hours & Fees:	T-Hrs.: _____	Fee(s)	\$ _____
Amount of fees waived:		Fee(s)	\$ _____
Net due for facility use:		T- Fee(s)	\$ _____

Payment of fees and deposit by the RENTER will be made prior to using the facility unless other arrangements have been made with SCHOOL DISTRICT officials. Additional fees may be levied if additional facilities, grounds, and/or equipment, or additional services are used.

E. Damage/Cleaning Deposit (separate check):	<input type="checkbox"/> Yes <input type="checkbox"/> No	Fee(s)	\$ _____
<small>Amount to be determined by SCHOOL DISTRICT officials</small>			

6. Insurance: A copy of a Certificate of Insurance containing an endorsement naming School District No. 193, as an additional named insured during the period of use, with a minimum amount of \$1,000,000.00, must be attached to this application prior to using or occupying school facilities or grounds.

7. Conditions of the Agreement:
 - a. Cancellation: Use of school facilities, grounds and equipment or school activities by the SCHOOL DISTRICT take precedent, therefore, this Use/Rental Agreement is subject to cancellation. Notice of cancellation will be given at the earliest possible time. Notice of cancellation applies to rehearsals, practice sessions, decorating, and all other related activities. The SCHOOL DISTRICT reserves the right to prioritize facility use between non-school organizations.

 - b. Limitations: Use of facilities, grounds, and equipment is limited to the dates/times specified on this agreement (item 2); use of requested or other facility areas, grounds, or equipment not specified is prohibited. DO NOT ASK custodians or other school personnel to make available facilities, grounds, or equipment not specified in the agreement. Organizational or personal property is not to be left in SCHOOL DISTRICT facilities or grounds unless prior arrangements have been made with the building or facility administrator or designee.

 - c. Prohibited behavior and items: Possession or consumption of alcoholic beverages, tobacco, or illegal drugs or substances, acts of violence, or weapons is not permitted.

 - d. Supervision: The RENTER agrees to provide adequate adult supervision at all times, or as required by SCHOOL DISTRICT officials.

 - e. School District Policy and Procedure: The undersigned RENTER agrees to abide by all relevant policies of the SCHOOL DISTRICT, and specifically to the policy and procedures regarding the use of public school facilities, grounds, and/or equipment. These are available at the Mountain Home School District Office or on the website at: www.mtnhomesd.org.

8. The RENTER hereby makes application for the use of school facilities, grounds, and/or equipment described above and hereby represents that the organization will and does assume responsibility to supervise and be responsible for the proper conduct of individuals attending the function; to provide the necessary police and/or fire protection personnel if deemed necessary by SCHOOL DISTRICT officials; that it will pay to the SCHOOL DISTRICT on demand the amount of any damages caused to the facilities, grounds, or equipment by its activities and the amount of the SCHOOL DISTRICT'S charge, if any, for the use of said facilities, grounds, and/or equipment.

9. The RENTER further agrees that in consideration of the granting of this application the RENTER will hold the SCHOOL DISTRICT, its officers and agents, harmless from any and all claims, debts, demands, costs, expenses, and damages, which may arise out of or be in any way connected with the use of said facilities, grounds, and/or equipment described in this application.

10. In the event any provision of this agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this agreement.

Signature of Organization’s Authorized Representative

Printed Name

Telephone

Date

Email Address

Address of Organization

Approved:

Signature – District Building Representative

Date – Building Availability

Signature – District/Maintenance

Date – Support Resource Availability

Signature – District Administration

Date – Permission to Use/Rent Facility



ADOPTED: July 17, 2001
Revised: September 6, 2001
Reviewed: October 18, 2011

Revised: June 20, 2002
Reviewed: June 21, 2016

Revised: September 18, 2003

Revised: August 15, 2006