

**FACILITIES USE AGREEMENT**

Renting Organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Contact Telephone \_\_\_\_\_

Contact Mailing Address \_\_\_\_\_

Event \_\_\_\_\_ Est. Attendance \_\_\_\_\_

Date/s to be used \_\_\_\_\_ Time of use \_\_\_\_\_ to \_\_\_\_\_

Facility to be used \_\_\_\_\_

**Renting Organization has been provided and has read and hereby agrees to the terms and conditions of the rental set forth in District Policy BB and District Regulation BB-R. Renting Organization hereby releases District from any liability and/or damages and assume the responsibility and liability for any property damage or bodily injury which may occur as a result of the activities during the rental or usage of the listed District property. Renting Organization further agrees to indemnify District for any costs it may incur as a result of any damage or injury sustained as a result of the rental or usage, including the costs of any attorney fees expended in defense of any claim or lawsuit. Renting Organization understands that if the group/organization has insurance, I may be required to provide proof of insurance and/or to name District as an additional insured. Renting Organization further agrees to pay all fees due by the date of the event or this Facilities Use Agreement may be cancelled by the District.**

\_\_\_\_\_  
Signature of Representative  
Renting Organization

Date: \_\_\_\_\_

**RENTAL COSTS**

(To be completed by District)

Area to be used                      # Hours X    Hourly Rate +                      Utility Cost =    Cost

\_\_\_\_\_  
\_\_\_\_\_

**DISTRICT PERSONNEL NEEDED**

(To be completed by District)

Position	Rate of Pay	Cost
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Total Costs = \_\_\_\_\_

**Total Cost** \_\_\_\_\_      **Deposit** \_\_\_\_\_      **Balance Due** \_\_\_\_\_  
(To be completed by District)

Approved by District on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Superintendent