

**APPLICATION FOR COMMUNITY USE OF
SOUTH SOUND STADIUM**

North Thurston Public Schools No. 3
411 College St NE Lacey, WA 98516
Phone: (360) 412-4880

****Application must be received fourteen (14) working days prior to use****

Name of Applicant and/or Organization		Phone	Email address		
Name of Person in Charge		Phone	Purpose of Renting Stadium		
Billing Address		City	State	Zip	
DATE(S) TO BE USED	<u>Time Open</u>	<u>Time Close</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
_____	_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	_____	\$ _____
Custodian Services	_____	_____	_____	_____	\$ _____
Other	_____	_____	_____	_____	\$ _____

Number of people anticipated in participating in activity _____ Number of people anticipated in being in attendance _____
Will there be an admission fee, collection, or funds solicited? YES _____ NO _____

RENTAL SCHEDULE FOR SOUTH SOUND STADIUM/FOUTS FIELD

<u>Turf Field Package</u>	<u>Non Profit</u>	<u>Profit or Commercial</u>	<u>Practice Youth</u>	<u>Track Package Two Hr Minimum Charge</u>	<u>Non Profit</u>	<u>Profit or Commercial</u>
*Field (per Hour)	104.80	242.30	104.90	**Track (per hour)	29.15	97.00
Scoreboard/Sound System (daily)	19.70	65.70	19.70	Triple/Long jumps (daily)	19.60	58.40
Grandstand (visitor side) (per hour)	39.30	78.55	N/C	Field Event (daily)	19.60	58.40
Lights (extra) (per hour)	32.75	65.70	32.75	High Jump (daily)	19.60	58.40
				Pole vault (daily)	19.60	58.40
				Pole vault (off-season) (per event)	157.20	196.20
				Restrooms	39.30	78.55
				(M/F-under stands per day)		
				Restrooms	39.30	78.55
				(M/F-Concession stand per day)		
				Custodian (1 hr longer than rental)	37.00	37.00
				Stadium Supervisor	18.70	18.70
				Scoreboard/Sound System (daily)	19.70	19.70
				Grandstand (home side)	N/C	N/C
				Grandstand (visitor side) (per hour)	39.35	39.35
				Lights (extra) (per hour)	32.75	32.75

*Includes use of restrooms, custodian, and home-side grandstands. Cost of other items as stated.

* Additional custodian hours may be charged based on time it takes to clean up facility.

**Includes home-side grandstand. Cost of other items as stated.

FEES: All fees are base on an hourly rate, unless stated. Wages for custodian, supervisory, technical, and other support personnel may be in addition to the above fees and should be paid in accordance with the prevailing schedule and district policy. A charge shall be made for use of special equipment such as public address systems, scoreboard, and electronic timing system. All charges and fees are payable to the North Thurston Public Schools upon billing. North Thurston Public Schools does not discriminate against persons who have a disability in any of its programs or activities. It is expected that organizations who rent District facilities will also provide programmatic access to any person with a disability who may wish to participate in their organization's activities.

Organizations who fail to advise of cancellation two days prior to the event will be charged the full amount of the use agreement

I have read and understand all CONDITIONS AND RESPONSIBILITIES and INSURANCE COVERAGES specified on the back of this agreement form. I am authorized to sign the agreement.

STADIUM APPROVAL

Name of Applicant (please PRINT)

District Athletic Director (or Designee) Signature Date

Applicant's Signature Date

Reviewed by Date

Insurance Certificate

SEND ALL COPIES OF THIS FORM TO THE PLANNING DEPARTMENT AT THE DISTRICT OFFICE FOR APPROVAL AND DISTRIBUTION.

APPLICATION

1. The contact person submitting the application for use of NTPS facilities must be 18 years or older and will be considered the representative of the organization and will be responsible for recoverable fees/costs associated with use of district facilities.
2. District facilities may be used for open meetings subject to the policies of the district. District functions shall have priority over community requests for facility use.
3. Applications for all uses of facilities by "non-school groups" shall be submitted to the building principal who shall determine the availability of facilities desired and acquaint the applicant with the existing policies, regulations and service charges. The principal is authorized to approve a waiver of fee for applications. The Superintendent or designee possesses the authority to make the final decision on the use of school facilities by a group. Applications requiring a facility or personnel charge or a request for revenue raising activities shall be approved by both the principal and the Superintendent or designee and must be received at least seven (7) days prior to facility use.
4. A single application may be made for a series of meetings of like character.
5. The district reserves the right to cancel any permit, and refund the unearned portion of any payment made, when it deems such action is in the best interest of the district.
6. The applicant shall give at least two (2) days notice to the principal or the Superintendent or designee of any cancellation of previously scheduled facility use. In case of failure to do so, the district reserves the right to assess a cancellation fee.
7. The district reserves the right to reject any application when it believes a commercial facility would be more appropriate.
8. No use of buildings or grounds will be granted if the primary purpose is for private or commercial gain, or for advertising purposes, unless approved by the Superintendent or designee.
9. All building use permits shall expire at the close of the school year. Applications for the use of school buildings during summer, holidays or vacations must be approved by the principal prior to school closure.
10. There shall be satisfactory sponsorship and adequate adult supervision, including police and fire protection surveillance, when deemed necessary by the principal.
11. The Applicant/Organization shall not practice discrimination of any kind.

CONDITIONS AND RESPONSIBILITIES

1. Alcohol, drugs, and weapons are not allowed on district property at any time. (RCW 28A.600.010).
2. Smoking and the use of tobacco products are prohibited on NTPS property. "Tobacco Products" shall include but is not limited to cigarettes, cigars, smoking tobacco, smokeless tobacco, nicotine, electronic devices, and any other smoking equipment, material or tobacco innovation. (RCW 28A.210.310).
3. The district prohibits the use of open flames, candles, and fires of any type inside or outside the facilities.
4. Keys to buildings or facilities will not be issued to any individual or group for entering the building for meetings or social gatherings. Doors will be opened by custodians or another authorized district personnel.
5. A district employee or an adult agreeable to the district shall be present at all times when a district building is in use by any group and the employee, or agreed upon adult, will be responsible for closing and securing the building after use. A custodian is required to be in the building at all times when the use of the furnace is required.
6. The custodians on duty are in complete charge of the building and/or facilities and have authority for decisions concerning school use, except when another employee has been placed in charge.
7. All people are to be only in the area specified in the agreement for facility use.
8. All meetings shall terminate and rooms be vacated by 10 p.m. on school nights unless otherwise approved by the building supervisor.
9. Prior to leaving the building, organizations granted a waiver of fees shall be responsible to clean and put in order those areas used by them. All applicants may be held responsible for any expenses incurred by the district arising from the use of a facility. In the event of damage, each applicant agrees to pay promptly the district's statement of amount due.
10. Facilities will not be made available for any use which might result in undue damage or wear.
11. School equipment cannot be used except by special permission from the principal. No equipment or furniture shall be removed from a facility without prior approval from the building supervisor.
12. Applicants will be directed to the Director of Food and Nutrition Services for instructions on the use of kitchens and equipment. In some cases a food service employee may need to be present. Kitchens shall not be entered by a group prior to scheduled time on school days, unless prior approval is granted by the building supervisor. Rules posted in kitchens governing use by any group shall be observed.
13. Prior approval from the building supervisor will be required before decorations or other materials may be applied to walls or floors. Applicants are required to remove said decorations, materials, etc., at their own expense.
14. Gym shoes may be required for activity type games such as basketball, volleyball and badminton.
15. Applicant shall be responsible for all persons' compliance with school district's rules during applicant's use of the facilities.
16. There will be no community dances in district facilities for revenue raising purposes, except those sponsored by Parent-Teacher-Student Associations or those under the auspices of the Community Enrichment Program.
17. Games of chance and lotteries will not be allowed in district facilities. "Amusement games" as defined by state law are permitted at school – and PTA approved functions when licensed as provided by law.
18. Motor vehicles are to be parked in designated areas only.
19. No one is allowed to use district climbing walls unless the PE teacher is present to supervise.
20. An adult supervisor must be present during the time a weight room is being used.
21. Accessing the network or internet on privately owned equipment is strictly prohibited.
22. Community use of technology equipment must be scheduled with NTPS technology helpdesk prior to date of rental, call 412-4515.

INSURANCE COVERAGE

1. Applicant agrees to obtain, prior to its use of the facilities, liability insurance with minimum benefits of \$1,000,000 liability and \$100,000 property damage, together with a certificate of such insurance specifically naming North Thurston Public Schools as an insured party and acknowledging the foregoing hold harmless agreement.
2. Applicant understands and agrees that this permit may be revoked or cancelled at any time with or without cause and applicant shall have no claim or right to damages or reimbursement for any loss, damage or expense resulting from such revocation or cancellation.
3. Applicant accepts conditions and status of above-mentioned facilities. Applicant agrees that school district and school district's agent, employees and directors shall not be liable for any damage to person or property by reason of the negligent acts of applicant, its agents, employees, invitees or subcontractors. Applicant agrees to protect, indemnify for costs, legal and other expenses and hold harmless school district and its officers, employees, directors and agents from all claims, liabilities or suits arising out of injury to person or property from negligent acts of applicant, its agents, employees, invitees or subcontractors.