

Cody-Kilgore Unified Schools Facility Use Application

Applicant Name: _____

Organization Name, if applicable: _____

Applicant's Position within Organization: _____

Is your organization a registered 501(c)(3) or other nonprofit?: YES NO

Address: _____

Phone Number: _____ Email: _____

Liability Insurance, check applicable box:

I/we have coverage of \$1 million per occurrence and \$5 million aggregate.

I/we have other coverage: _____

I/we have no insurance coverage.

Areas Requested for Use (circle all that apply—see prices on reverse):

Elementary:

Middle School:

High School:

Classroom(s)

Cottage

Classroom(s)

Cottage

Kitchen

Gym

Gym

Kitchen

Locker Rooms

Other (please list): _____

Date(s) of Use: _____ Time of Use: _____

Description of Event: _____

Expected Number of Attendees: _____

Additional services requested (may be deemed necessary by district at a cost to applicant):

Custodial (setup, tear down, cleaning, trash removal)

Kitchen / Kitchen Staff (cooking, food service, clean up)

Technology Assistance (sound, lighting, presentation)

(see reverse)

Terms & Conditions of Use:

1. All users must comply with the school board's facility use and other policies, rules, and regulations. A copy of the board's facility use policy is available upon request.
2. The facility use hours are determined at the discretion of the Superintendent.
3. The user(s) name on the application and the individual(s) signing on behalf of the User agree to defend, indemnify, and hold harmless the school district, its employees and agents for any expense, cost, loss, damage, claim, judgment or claims bill incurred or rendered against same, including attorneys' fees and investigation expenses (pre-suit, suit, trial, appeal, and post appeal proceedings) on account of any intentional or negligent acts or omissions of the user or its employees, agents or servants, or any intentional or negligent acts or omissions of the district or its employees, agents or servants arising out of the use of any facility under this agreement.
4. All nongovernmental users may be required to provide a certificate of insurance and/or name the district as an additional insured and provide documentation evidencing general liability coverage under an occurrence basis policy, with minimum limits of \$1,000,000 per occurrence and \$5,000,000 aggregate, combined single limit covering bodily injury, property damage, personal injury, premises, operations, products, completed operations, independent contractors, and contractual liability. There shall be no exclusions for contracted liability. All governmental users shall provide evidence of insurance or self-insurance to the limits set forth in Neb. Rev. Stat. 13-926.
5. All users are subject to the fee schedule established by the school board, and all Applicants by signing below verify that they have authority to sign this application on behalf of the listed Organization, and all Individuals and agents of organizations certify that they have financial means and authorization to pay for the required fees and deposits, if any.

<u>HOURLY RATE:</u>	Community Non-Profit	Community for Profit
Elementary Gym	\$10	\$20
High School Gym	\$30	\$60
High School Cafeteria	\$5	\$10
Classroom	\$5	\$10
Kitchen	\$20	\$40

(Minimum of 3 Hrs. for each rental period)

Applicant's Signature: _____ Date: _____

For District Use Only

Application

- Denied
 Approved, subject to the following

Insurance

- User has provided sufficient proof of insurance.
 User must obtain proof of insurance and list district as additional insured.
 Insurance requirements are waived.

Additional Services Requested / Required (\$25 per Hr. for District Employees)

- Custodial: \$ _____
 Kitchen: \$ _____
 Technology: \$ _____

Total Fee Required for Use: \$ _____