

605F1 - Building Use Application for GWA School Facilities & User Agreement

_____ desires to use the
(User/Renter)

_____ owned by George Washington Academy (GWA).
(Facilities-i.e., gym, lunchroom, etc.)

User wishes to use the Facilities for:

(Event)

GWA retains the right to refuse or cancel this application/agreement at its discretion. If approved by GWA this Application/Agreement outlines the responsibilities and duties undertaken by the User in consideration for permission to use the Facilities.

User will have access to the above facilities starting on _____, 20____ and ending on _____, 20____
from _____ to _____.
(Time) (Time)

If the event repeats on multiple days, please circle the days of the week. M T W Th F

NUMBER OF PARTICIPANTS EXPECTED: _____

No other access to School property or building is granted by this agreement.

SET UP & FEE FOR EVENT: User agrees to pay the school \$_____ in consideration to use the facilities at least (5) working days prior to the event. This amount shall include the following: (Additional charges may apply for events that involve unforeseen situations or that exceed the planned hours.)

Facility Rental \$ _____ Hours _____ Per Hour Rate \$ _____

Custodial/Supervisory \$ _____ Hours _____ Per Hour Rate \$ _____ (benefits if applicable)

Equipment \$ _____ Hours _____ Per Hour Rate \$ _____

Technician/Lunch Manager \$ _____ Hours _____ Per Hour Rate \$ _____ (benefits if applicable)

Deposit \$ _____ Check # _____

There will be a \$25.00 fee for all checks returned for insufficient funds. All payments are due five (5) days prior to the event.

INDEMNIFICATION: User warrants to GWA that it will provide all the supervision necessary for the safe use of GWA facilities. User understands and agrees it takes full responsibility to provide medical and emergency care to all those involved in the event, including participants and spectators. User warrants to GWA that all medical and emergency care will be appropriate and sufficient. User agrees to indemnify and hold GWA and its Board of Directors, officers, employees, agents, and volunteers harmless from any and all claims, judgments, costs, suits, debts or liabilities, including attorney fees, resulting from User's performance or failure to perform any activities hereunder or in relation to this agreement or from violation of any federal, state or GWA rules or regulations.

INSURANCE: User warrants that it maintains all legally required insurance. For the purposes of this agreement, User shall also have Comprehensive General Liability Insurance covering this event in the amount of \$1,000,000 per Occurrences/ \$2,000,000 aggregate and have GWA named as an additional insured. Five (5) working days prior to the event User will give to GWA a Certificate of Insurance which will include the above stated amount and showing that the GWA has been added as an Insured. Absent such certificate, User will not be allowed to use the facilities except where waived in writing by the GWA Board of Directors, and will be responsible for cancellation notification to the appropriate parties.

This user Agreement is entered into this _____ Day of _____, 20____. User agrees on behalf of him/herself and their group that they will use the facilities, equipment and /or furnishings as described above.

User Signature: _____ Printed Name _____

User Address: _____
(Street, City, State, Zip)

User Email _____ User Phone _____

Name of the adult supervisor in charge of the activities: _____

Contact Information of adult supervisor, if someone other than User:

Supervisor Email: _____ Supervisor Phone: _____

Any special requirements, extra furnishings, storage facilities to be accommodated by school:

Please note: Prior authorization is required for sale of any items on school property and requires a temporary Sales Tax. License, Smoking and alcoholic beverages are prohibited in all school facilities and on all school grounds. Failure to comply with this will result in immediate termination of your use of the buildings and grounds. **User agrees to leave the facility in a clean and orderly fashion, and to reimburse GWA for any cleanup costs, damages or any damaged or lost equipment. *Damage (i.e. broken equipment, facility damage, pop spills, paint spills, excessive cleanup) will be the responsibility of the renter. These costs may be added to the original agreement after use of the facility.**

A representative (individual, employee and or agent) of company or organization having established and arrangement or agreement with GWA to provide services to the school (such as food service vendors with causal access to students), or services with direct student access must submit to GWA conducted criminal background check. Information obtained from the check may be used as a basis to refuse access of the representative to the school, or students, at the sole discretion of GWA.

WARRANTY OF INSPECTION: User has inspected the facilities and warrants to the school that the facilities are acceptable and appropriate for the event. User accepts full responsibility for all conditions on the premises that can be identified by reasonable inspection, if it fails to give school written notice of any objectionable conditions, no later than one (1) week before the date of the event.

Date Facility inspected by User: _____ Signature: _____
(User)

Authorized by: _____ Date: _____
(School Official)