

# Sherman County School District

Code: **KG-AR(2)**  
 Adopted: 8/14/95  
 Revised/Reviewed: 3/10/14; 12/14/15

## Building Use Request SHERMAN COUNTY SCHOOL DISTRICT

Applicant: \_\_\_\_\_  
 Facility: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Purpose: \_\_\_\_\_

Any non-school sponsored activity which requires school personnel support and/or supervision or facilities use which causes a financial impact to the school district will be charged at the following fee schedule:

**FEE SCHEDULE:**

<b>Personnel time for setup/supervision/cleanup</b>	<b>\$50.00 per hour</b>
<b>Facilities Use Gym/Cafeteria</b>	<b>\$100.00 per use</b>
<b>Kitchen/Equipment Use</b>	<b>\$10.00 per hour</b>

Indicate which of the following equipment or arrangements will be needed: (Fees may apply)

Chairs: \_\_\_\_\_ Tables: \_\_\_\_\_ PA System: \_\_\_\_\_  
 Other Audio-Visual Equipment: \_\_\_\_\_  
 \*Classrooms: \_\_\_\_\_ Gym: \_\_\_\_\_  
 \*Stage: \_\_\_\_\_ Kitchen: \_\_\_\_\_

1. It is agreed that the party or parties using the school facilities will exercise every care in protecting school property and in the event damage results from improper supervision, a fair adjustment will be made.
2. School grounds/facilities will be adequately policed during the authorized activity and extreme care will be exercised to prevent any damage to school property and buildings, at the user's expense.
3. All litter, glass, etc., resulting from authorized usage will be removed at the user's expense immediately following the activity.
4. Any violation or wanton disregard of district policy will result in automatic forfeiture of future use requests.
5. Be it further understood that the district assumes absolutely no financial responsibility for any injury or accident, lawsuit, etc., that may occur during the user's tenure of grounds or facilities.

Patrons shall follow the rules posted in each respective gym.

No alcoholic beverages, tobacco of any kind, or smoking of any substance or vapor on premises.

\_\_\_\_\_  
 (Signature of Applicant)

### ENDORSEMENT

Principal	Date	Total Fees
Superintendent	Date	

1 copy - Applicant, 1 copy - Superintendent, 1 copy - Business Manager