PEORIA
UNIFIED SCHOOL DISTRICT

SCHOOL FACILITIES USE APPLICATION – PAGE 1 of 2

Date: _____ Name of Organization: _____ Applicant Contact Name: _____

Organization Address: _____ City: _____ State: _____ Zip: _____

Contact Phone Number: _____ Contact Email: _____

Type of Activity/Event: _____ Admission Fee: _____

Site Location Requested: _____

Date(s) Requested: _____

Start Time: _____ End Time: _____ Approx. Number of People: _____

Facilit(ies) Requested:

☐ Auditorium
☐ Board Room
☐ Cafeteria w/ kitchen
☐ Cafeteria w/out kitchen
☐ Classroom # _____
☐ Lecture Hall
☐ Multipurpose room
☐ Dressing rooms

☐ Main gym
☐ Auxiliary gym
☐ Library
☐ Restrooms
☐ Baseball field w/ lights
☐ Baseball field w/out lights
☐ Softball field
☐ Outside basketball courts

☐ Practice fields
☐ Stadium w/ lights
☐ Stadium w/out lights
☐ Swimming pool
☐ Tennis courts
☐ Parking lot
☐ Other: _____

Equipment Requested:

☐ Chairs
☐ Spot lighting
☐ Microphones
☐ PA system
☐ Podium

☐ Projector w/ screen
☐ Tables
☐ Risers
☐ Concert stand
☐ Studio

☐ Field lining
☐ Other:

_____

_____

Other special needs/requests: _____

I am a PUSD Employee. _____ YES _____ NO (If YES, complete next two attestations.)

I have completed a PUSD Conflict of Interest Form for current year. _____ YES _____ NO

I have read and will adhere to the Arizona Revised Statutes: 38-503, 38-504, 38-505, 38-509, 38-510 and 38-511 _____ YES _____ NO

Arizona Revised Statutes Link

The Peoria Unified School District's **"Community Use of School Facilities and District Equipment Rules and Regulations Handbook"** is incorporated and included as part of this Agreement. All Applicants/Occupants are expected to have read and be familiar with the detailed requirements of the Handbook. The charges are based on the fee schedule which is adopted by the Governing Board. Payment is required in advance. I understand that failure to pay fees as agreed may result in the debt being sent to a collection agency and/or for legal action.

_____   _____
Applicant/Occupant Name   Applicant/Occupant Signature and Date

_____   _____
Site Administrator Approval and Date   District Approval and Date

OFFICE USE ONLY		

	Quantity	Hours		
Custodian	_____	_____	Rental Fee:	_____
Maintenance	_____	_____	Utility Fee:	_____
Other	_____	_____	IGA Utility Fee:	_____
			Equipment Fee:	_____
Insurance Certificate Exp. Date:	_____		Personnel Fee:	_____ Total Due _____

1) <u>Care of Facility</u>: Occupant accepts facility in "as is" condition and agrees to leave facility in as good order and condition as received, normal wear and tear excepted.

2) <u>Compliance with Applicable Law</u>: This Agreement will be governed by the laws of the State of Arizona. Occupant agrees to comply with all applicable federal, state, and municipal laws, regulations and the PUSD Governing Board Policies and Regulations.

3) <u>Compensation</u>: Occupant shall compensate the total expected cost for the requested use detailed on page 1 of this agreement, which fee is due and payable in advance of use of the facilities. Use of the facilities shall not be allowed until fee is paid.

4) <u>Term</u>: The term of this Agreement shall be as detailed in writing on page 1 of this Agreement.

5) <u>Insurance</u>: Pursuant to A.R.S. § 15-1105(E) Occupant agrees to procure and at its own expense, and maintain during the term of this Agreement, a policy of general liability insurance against all claims for bodily injury, death, and property damage occurring in connection with Occupant's use of any part of the District Facility, Equipment, and/or the Facility's contents. The insurance shall name the Peoria Unified School District as additional insured and be primary and noncontributing to any coverage maintained by or on behalf of the District. The insurance shall have minimum limits of $1,000,000 per occurrence. Occupant shall provide District with a certificate of insurance, in advance of the scheduled use, showing that the conforming insurance coverage is in effect throughout the term of the Agreement. Use of the facilities shall not be allowed without a valid certificate of insurance.

6) <u>Liability and Indemnity</u>: Occupant agrees to conduct its activities in the Facility in a careful and safe manner and hereby assumes all risk of damage to, loss of, or theft of property and/or injury or death to persons related in any way to Occupant's use of the Facility. Occupant shall indemnify, defend, and hold harmless the District and all of its employees, agents, and/or representatives from any and all claims, demands, suits, actions, proceedings, loss, cost and damages of any kind and description, including any attorneys' fees and/or costs, which may be brought, made against or incurred by the District, due to loss or damage to any property and/or for injuries to or the death of any person(s) arising in whole or in part from any act or omission by Occupant or its employees, agents, representatives, invitees, or subcontractors arising in whole or in part from its use of the Facility.

7) <u>Suspension and Termination</u>: District may, by written notice, require Occupant to suspend or terminate its use of the Facility for such period of time as the District may determine to be necessary in its sole discretion. Should such suspension or termination be required, payment shall be prorated and returned to Occupant for any time not used.

_____   _____
Applicant/Occupant Name   Applicant/Occupant Signature and Date