

APPLICATION FOR USE OF FACILITIES

_____ Name of Person Making Request (<i>please print</i>)	_____ email address (<i>print clearly</i>)
_____ Name of Organization Making Request	_____ Non-Profit Tax ID Number
_____ Address of Organization Making Request	_____ Phone Contact Number

FACILITY REQUESTED: Name of Facility _____

Date(s) of Use _____

Time of Use: From-To _____

Ballfield/Playground
 Gymnasium
 Kitchen/Serving Room
 Library

Multipurpose Room
 Other: _____
Please specify

PURPOSE

To be used for: _____

Is attendance restricted? No Yes If yes, explain _____

Admission Charge No Yes If yes, how much \$ _____ Number of attendees _____

Special Arrangements/setup: _____

Furniture/Equipment requested: _____
All set-up and break-down is the sole responsibility of the Applicant

STATEMENT OF APPLICANT:

The undersigned applicant is an authorized official of the group submitting this application. The applicant has read the district's rules and regulations. It shall be strictly understood, and agreed, that subject applicant and related organization making this application assume all risk for loss, damage, liability, injury, cost or expense that may arise during or be caused in any way by such use of occupancy of the facility. The applicant further agrees that in consideration of using said facilities, the applicant and/or organization will save and hold said Roseville City School District and their agents and employees, free and harmless from any loss, claim, and liabilities or damages and/or injuries to persons and property that in any way may be caused by the applicant's use or occupancy of said facilities. Facility users agree to follow the RCS D Storm Water Management requirements.

Applicant must initial here: _____ District reserves the right to rescind facility use if a conflict in school events arises.
 _____ Received information sheet on insurance requirements, rates, deposits, and regulations for use.
 _____ RENTAL/DEPOSIT MUST BE PAID IN ADVANCE

Applicant Signature _____ Title _____ Date _____

District Office Use Only

Rental/Deposit Received Amt \$ _____ Date: _____
 Certificate of Insurance on File

Usage approved subject to the following conditions: _____

Approved Denied _____

Principal/District Superintendent Date

ADDITIONAL FACILITY USE GUIDE LINES

The following guide lines apply to all Roseville City School District sites:

NOT ALLOWED

Tape of any type on floors, MPR or GYM (this includes walls and stage)

Food in GYM or Classrooms

Holes in walls for hanging things

Chairs in GYM

*Chairs **are** allowed in MPR, if Rubber Stoppers on bottom legs

Name of Facility Renter

Date