

POLSON SCHOOL DISTRICT FACILITIES USE AGREEMENT

Organization or Individual Requesting Facility Use: _____

Facility Requested: _____

Date and Hours of Requested Use: _____ Is Technology Needed? Yes ☐ No ☐

(If Technology is needed, Ceth Eslick or Adam Fansher will need to be contacted)

Purpose of Use: _____

Premises and Conditions

Conditions of Facilities Use - Use of District facilities is conditioned upon the following covenants:

1. That no alcoholic beverages, tobacco, nicotine products, or other drugs are sold or consumed on the premises by the requesting organization or individual or any of its employees, patrons, agents, or members.
2. That no illegal games of chance or lotteries will be permitted.
3. That no functional alteration of the premises or functional changes in the use of such premises shall be made without specific written consent of the District.
4. That adequate supervision is provided by the requesting organization or individual to ensure proper care and use of District facilities.
5. Fees may be waived for non-profit organization if the organization is found to support the students of District #23

Rent and Deposit (Non-profit organizations must provide proof of 501-C3 status for fees to be waived)

Fee to be charged:

Record of Payment:

Rental Fee: \$ _____ Advance Deposit: \$ _____ Date _____ Rec'd by _____

Custodial Services: \$ _____ Balance of Payment: \$ _____ Date _____ Rec'd by _____

Total Charge: \$ _____

Insurance and Indemnification

The requesting organization or individual, by signature below, hereby guarantees that the organization shall indemnify, defend, and hold harmless the District and any of its employees or agents, from any liability, expenses, costs (including attorney's fees), damages, and/or losses arising out of injury or death to any person or persons or damage to any property of any kind in connection with the organization or individual's use of the District facility, which are not the result of fraud, willful injury to a person or property, or willful or negligent violation of a law.

The requesting organization or individual shall provide the District with a certificate of insurance prior to the use of the facility. The certificate shall show coverage for comprehensive general liability insurance in an amount not less than One Million Dollars (\$1,000,000) for injuries to or death of any person or damage to or loss of property arising out of or in any way resulting from the described use of the facility.

Non-Discrimination

The requesting organization or individual agrees to abide by non-discrimination clauses as contained in the Montana Human Rights Act and the Governmental Code of Fair Practices.

District's Rights

Irresponsible use by the renter or user may result in the loss of privilege to use the facility. It should be noted that school activities take precedent over non-school facility use. An unforeseen school activity may cause the loss of a date already granted for use. District Administration will do everything possible to see that conflicts of this sort are avoided.

Signature of Representative: _____ E-Mail Address: _____

Mailing Address: _____ Phone Number: _____

Building Administrator's Approval: _____ Date: _____

Business Office Approval: _____ Date: _____

Superintendent's Approval: _____ Date: _____

Additional Administrative Notes: _____

Form History

Adopted on: 8/11/2014

Reviewed on: 5/27/2014, 6/9/2014

Revised on: 6/24/2015

Polson School District #23
Facilities Use
Fee Schedule

Everyone using Polson School District (PSD) facilities for activities and/or events not directly related to PSD will be expected to pay for facility use. If applicable, a "damage deposit" will also be charged. Facility use fees may be waived for non-profit organizations upon proof of their 501-C3 status. Custodial fees will be charged for non-profit organizations as necessary.

When a weekend or an overtime event occurs, an additional fee for custodians will be incurred.

All private organizations using PSD facilities for profit or private gain will pay an additional cost above the fees listed below:

No.	Facility	Cost/ Day	Cost/ Season	Damage Deposit	Custodian Fee
1	Stadium Complex (see 'a' below)	\$400	A	\$200	\$100
2	Softball Complex (see 'b' & 'c' below)	\$125	B&C	\$125	\$125
3	High School Auditorium	\$125	\$250 weekend	\$125	\$125
4	High School Cafeteria & Kitchen	\$40		\$40	\$40
5	High School Computer Lab	\$100		\$100	\$100
6	High School Gym (see 'd' below)	\$100	D	\$100	\$100
7	High School Library	\$40		\$40	\$40
8	Middle School Cafeteria & Kitchen	\$40		\$40	\$40
9	Middle School Computer Lab	\$100		\$100	\$100
10	Middle School Gym (see 'd' below)	\$100	D	\$100	\$100
11	Middle School Library	\$40		\$40	\$40
12	Linderman Gym (see 'd' below)	\$150		\$150	\$150
13	Linderman Field	\$75		\$75	\$75
14	Linderman Computer Lab	\$100		\$100	\$100
15	Linderman Cafeteria & Kitchen	\$40		\$40	\$40
16	Linderman Library	\$40		\$40	\$40
17	Cherry Valley Cafeteria/Gym	\$40		\$40	\$40
18	Cherry Valley Cafeteria & Kitchen	\$40		\$40	\$40
19	Cherry Valley Library	\$40		\$40	\$40
20	Cherry Valley Computer Lab	\$100		\$100	\$100
21	Classroom	\$10		\$10	\$10
22	Camps (use of facilities)	\$50	Week	\$50	\$50

NOTE: Different rates apply for daily versus seasonal:

A: track use during season = \$500; weekend track meet = additional \$400

B: softball season+ tournament: Apr-May=\$250; June-July= \$250

C: baseball: summer tournaments= \$125/day (softball complex & Linderman T-ball field)

D: Facility use: 0-3 months= \$250; 3-6 months= \$400; 7-12 months= \$800

Form History

Adopted on: 811112014

Reviewed on: 5/27/2014, 6/9/2014

Revised on: 6/24/2015

Facility Use Agreement

Requesting Facility Use:

Purpose of use

Dates and Hours:

The requesting organization or individual, by signature below, hereby guarantees that the organization shall indemnify, defend, and hold harmless the District and any of its employees or agents, from any liability, expenses, costs (including attorney's fees), damages, and/or losses arising out of injury or death to any person or persons or damage to any property of any kind in connection with the organization or individual's use of the District facility, which are not the result of fraud, willful injury to a person or property, or willful or negligent violation of a law.

*** Children under the age of 18 must have parents signature

[illegible]