

School Year \_\_\_\_\_

School building requesting \_\_\_\_\_ Today's Date \_\_\_\_\_

Organization requesting facility \_\_\_\_\_

Individual requesting facility \_\_\_\_\_ Telephone Number \_\_\_\_\_

Invoice to \_\_\_\_\_ Email Address \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Date of Activity \_\_\_\_\_ Day of Activity \_\_\_\_\_

Estimated Attendance \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_  
AM or PM AM or PM

**ROOM REQUESTING**

Auditorium \_\_\_\_\_ Cafeteria \_\_\_\_\_ Classrooms \_\_\_\_\_ Football Field \_\_\_\_\_

Gymnasium \_\_\_\_\_ Kitchen \_\_\_\_\_ Library/Media \_\_\_\_\_ Swimming Pool \_\_\_\_\_ Other \_\_\_\_\_

**SPECIAL EQUIPMENT AND SERVICES**

Tables (Quantity \_\_\_\_\_)  Scoreboard  Other \_\_\_\_\_

Chairs (Quantity \_\_\_\_\_)  Snow Removal

Bleachers (in or out)  Lighting - Indoor or Outdoor

Proof of Lifeguard/First Aide/CPR/AED Certification

Lifeguard Signature/Date \_\_\_\_\_ Lifeguard Signature/Date \_\_\_\_\_

Please contact the Technology Department at 734-759-5060, if you need to use any type of electronic equipment.  
(Examples - CD/DVD player, microphone, extension cords, etc.)

**FEES**

Rental Fee \$ \_\_\_\_\_ Total Cost \$ \_\_\_\_\_

Custodial Cost \$ \_\_\_\_\_ Deposit \$ \_\_\_\_\_

Security Cost \$ \_\_\_\_\_ Balance Due \$ \_\_\_\_\_

Check box if Certificate of Insurance has been furnished.

**ONLY GYM/TENNIS SHOES SHOULD BE WORN ON THE GYMNASIUM FLOORS.  
NO FOOD OR DRINK IN THE GYMNASIUM.  
BUILDINGS ARE NOT AVAILABLE ON DAYS THE SCHOOL DISTRICT IS  
CLOSED OR NOT IN SESSION!**

Contact Tracey Moritz at 734-759-6020, fax 734-759-6019 or email Moritzt@wy.k12.mi.us to reserve any room in the district. (Examples - auditorium, cafeteria, fields, gymnasium, swimming pools, etc.) Please return this form to the Operations Department at 639 Oak Street, Wyandotte, Michigan, 48192.

Signature of School Official/Date \_\_\_\_\_

Signature of Applicant/Date \_\_\_\_\_

XC: Principal/Administrator/Maintenance/File

School Year \_\_\_\_\_

**Wyandotte Public Schools**

**AGREEMENT TO HOLD HARMLESS AND INDEMNIFY**

We agree to defend, indemnify and hold harmless Wyandotte Public Schools from and against any and all liabilities, claims, damages, penalties, actions, suits, losses, costs, and expenses arising out of or in connection with the use of said premises. We also agree not to allow entrance to the premises or use of the premises by anyone who has not previously been authorized entrance or use of the premises. We hereby acknowledge that Wyandotte Public Schools does not carry medical pay coverage on the premises referenced herein. This agreement to defend, indemnify and hold harmless specifically includes all claims arising out of any accident or other occurrence on or about said premises causing injury to any person or property.

\_\_\_\_\_  
Signature of School Official

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

	Wyandotte Public Schools			7000.02
	Building Rates			
	School Year 2017/2018			
<u>Facility</u>	<u>Group I</u>	<u>Group II</u>	<u>Group III</u>	<u>Group IV</u>
(After operating hours and non-school days)				
<u>Auditorium</u>				
Roosevelt High School	\$N/C + extra custodial	\$121/hour + extra custodial	\$228/hour + extra custodial	Wyandotte Indians
Jo Brighton (Lincoln) School	\$N/C + extra custodial	\$107/hour + extra custodial	\$212/hour + extra custodial	
Wilson Middle School	\$N/C + extra custodial	\$107/hour + extra custodial	\$212/hour + extra custodial	
Elementary Schools	\$N/C + extra custodial	\$82/hour + extra custodial	\$228/hour + extra custodial	
<u>Cafeteria</u>				
Roosevelt High School		\$121/hour + extra custodial	\$228/hour + extra custodial	
Jo Brighton (Lincoln) School		\$74/hour + extra custodial		
Wilson Middle School		\$74/hour + extra custodial		
Planetarium				
PS Stage Center Players (See attached Group IV)				
<u>Gymnasium</u>				
Roosevelt High School	\$N/C + extra custodial	\$94/hour + extra custodial	\$188/hour + extra custodial	
			+ 10% of gross	
Jo Brighton (Lincoln) School	\$N/C + extra custodial	\$74/hour + extra custodial		\$106 per game, practices - extra operation and custodial costs
Wilson Middle School	\$N/C + extra custodial	\$74/hour + extra custodial		
Elementary Schools	\$N/C + extra custodial	\$50/hour + extra custodial		
Rental of gymnasium - 2 hour minimum		\$50/hour - Residents/\$75/hour Non-Residents		
<u>Swimming Pools</u>				
Roosevelt High School	\$N/C + extra custodial	\$74/hour + extra custodial		
Wilson Middle School	\$N/C + extra custodial	\$74/hour + extra custodial		
<u>Football Field</u>				
Roosevelt High School				\$275 for day game and \$514 for night game + extra custodial and marking if required
Wilson Middle School				\$147 for day game + extra custodial and marking
<u>Classrooms</u>				
All Buildings	\$N/C + extra custodial	\$50/hour + extra custodial	\$50/hour + extra custodial	
		\$50/hour - Residents/\$75/hour Non-Residents		

**Wyandotte Public Schools**  
**Group Rates for Buildings**  
**School Year 2017/2018**

7000.02

**Group I.**

- a. Meetings of a general public character, which are not conducted for gain, but for the benefit of the whole community.
- b. Local groups organized expressly for educational and cultural purposes may apply for permission to charge admission to educational lectures, recitals, or programs provided such programs are not run for profit, but for the maintenance of the local educational activities of the organization.
- c. Organized youth character building agencies (Boys Scouts, Girl Scouts, Camp Fire Girls, Brownies, Bluebirds, Cub Scouts, Hi-Y, Y-Teens, etc.) as are approved and/or sponsored by the Board of Education.
- d. School facilities used by other units of government. (Recreation Department, etc.)
- e. Various branches of the Armed Forces and their allied reserve groups, the American Red Cross, the Civilian Defense and such other activities pertaining to their respective official function and/or emergency situation which may arise in the country, state or local community.

**Group II.**

- a. The use of buildings and facilities by other schools within or without the city for educational purposes providing no charge of admission is made.
- b. The use of buildings and facilities by nonresident groups for educational purposes or by organized youth character building agencies providing no admission is charged.

**Group III.**

- a. School facilities used and admission charged by groups with the city for non-profit, religious, charitable, philanthropic, civic, or other noncommercial, nonpersonal purposes.
- b. The use of school buildings and facilities by other schools within or without the city of educational purposes when there is a charge made for admission.
- c. The use of school buildings and facilities by groups from outside the city for educational purposes when a charge is made for admission.

**Group IV.**

- a. School facilities used by Wyandotte Indians Association for athletic purposes.
- b. PS Center Stage Players will be charged the following when using Jo Brighton Skills Center:
  - o \$25 per night for facility usage for practices, and Friday night performances.
  - o \$324 per day facility operations fee for, Saturday and Sunday; mainly in the winter months when the boiler is on for heat.
  - o Extra custodial fee of \$44 per hour, for all hours that overtime costs are incurred by the district, for extended practices and weekend performances.
  - o Extra snow removal fee of \$54 per hour, if required for Saturday performance only.