

**ST. MARTIN PARISH SCHOOL BOARD**  
**Request for Use of School Facility**

**Non-Profit Organization Applicant:** \_\_\_\_\_

**Description of Facility:** \_\_\_\_\_

**Date/Time of Use:** \_\_\_\_\_

**Stipulations to be followed:**

\_\_\_\_\_ (hereinafter referred to as applicant) hereby agrees to abide by the following terms, conditions, and provisions relative to the use of the aforementioned facility:

1. The sole, exclusive activities which shall be permitted at the facility are:  
\_\_\_\_\_
2. At no time shall any alcohol, tobacco, or controlled dangerous substance(s) be possessed, sold, or consumed on the school premises.
3. Applicant shall be solely and exclusively responsible for providing security and a school employee for those participating in and/or observing the activities for which the said facility is being used. Therefore, applicant hereby warrants and represents that adequate security and school employee arrangements have been contacted and will be present at the school facility during the time the premises are being used.
4. At the conclusion of the activities for which the facility is being used, applicant shall remove any and all trash and other debris generated from its use of the school property. Moreover, applicant shall be responsible for all damages sustained during the use of the school property; accordingly, in connection therewith applicant hereby posts a security deposit in the amount of **\$200**.
5. A person or organization must pay a non-refundable fee of **\$1500.00 per day** to use one of our turf football fields.
6. Applicant does hereby hold the St. Martin Parish School Board and all of its employees, representatives, Board members, and agents harmless from any and all damages which may be sustained by any person, firm, or entity associated with the activities being conducted on the school property in accordance with this agreement. Furthermore, applicant hereby agrees to indemnify the St. Martin Parish School Board and/or any of its agents, representatives, employees, or Board members, for any damages which any of them may pay or for which they may be held liable as a consequence of any sort of injury to person(s) or property, however occasioned, arising out of the use of the said facility on the date(s) and at the time(s) set forth in this agreement. The St. Martin Parish School board hereby **requires applicant to provide liability insurance with a good and solvent insurance carrier in an amount of \$1,000,000.00, and which provides coverage in favor of the St. Martin Parish School Board, and includes a waiver of Subrogation & additional insured in the name of St. Martin Parish** as well as all of its employees, agents, representatives, and members, with regard to the use of the school property in question. A copy of such insurance shall be produced to the Superintendent or his/her designee.
7. At no time shall the school property be used for any illegal purpose or for any activity which may be in violation of any state, local or municipal statute, rule or ordinance.
8. The St. Martin parish School Board hereby retains the right to inspect the premises and/or monitor the activities being conducted thereon at any time. Should applicant be found to be in violation of any term or condition herein expressed, then its authorization to use the school property in question shall immediately terminate at which time it must vacate the premises without the necessity of any written notice, formal demand, or judicial action.
9. The signatory hereto hereby warrants and represents, as a condition for use of the premises in question; he/she, as applicant, is a person of the full age of majority; or he/she has full, complete, and absolute authority to sign this document on behalf of applicant which is a legal entity duly authorized to transact business and/or conduct affairs in the State of Louisiana.
10. Name of school employee: \_\_\_\_\_

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

\_\_\_\_\_  
Signature of Principal

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RESULT OF REQUEST:** \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Disapproved**

\_\_\_\_\_  
Superintendent

Date: \_\_\_\_\_