

Site Use only for comments or clarification:

AQUATICS COMPLEX-FACILITY USE REQUEST

Organization (Lessee):		NON-PROFIT YES NO	Non-Profit ID# (if a non-profit organization)																		
Address City, Zip		Phone(s):																			
Contact Info:	Name & Title (print):	E-mail:																			
Facility Requested:	Site: RHS AQUATICS COMPLEX	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="3" style="text-align: center;">Type of Use</th> </tr> <tr> <td style="text-align: center;">Big Pool</td> <td style="text-align: center;">and/or</td> <td style="text-align: center;">Small Pool</td> </tr> <tr> <td>Rec swim/practice/party/class</td> <td></td> <td></td> </tr> <tr> <td>Water polo</td> <td style="text-align: center;">practice</td> <td style="text-align: center;">games</td> </tr> <tr> <td>Swim meet</td> <td style="text-align: center;">long*</td> <td style="text-align: center;">short</td> </tr> <tr> <td>Charging entrance fee</td> <td style="text-align: center;">yes</td> <td style="text-align: center;">no</td> </tr> </table>		Type of Use			Big Pool	and/or	Small Pool	Rec swim/practice/party/class			Water polo	practice	games	Swim meet	long*	short	Charging entrance fee	yes	no
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Activity Description

Please attach additional page(s) for schedule details, if necessary.

Days of Use						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
Dates Needed:						
Use Time:	From					To
Event Time:	From					To

POOL ADD-ONS (see use fees for various charges)	
EQUIPMENT/ADD-ONS	
Yes	No
Yes	No
Yes	No
Yes	No
Yes	No
Yes	No
Yes	No
Yes	No
*added fee	

Pool Use Information:

Basic pool use request: Access to a clean, stocked facility including available support staff (unless otherwise requested)
 Additional requests must be indicated in "Pool Add-Ons." Any other requests must be written in "activity description"
 Concession sales will only be allowed with rental of concession stand. No food is allowed to be sold on the pool deck, outside vendors must be outside.

Facility Use Instructions & Process Information:

- *All Requests must clearly and specifically identify the day(s), date(s) and time(s) being requested
- *All Request dates must fall within the period of July 1 thru June 30 of any given school year.
 If dates of a request span school years, two forms must be filled out, one for each school year.
- *Lessee will present the "Facility Use Request" and signed "Terms & Conditions" to the Site for approval.
- *After Site-approval the request will be sent to the District Office and submitted for final approval by the Board.
- *Prior to using the facility, Lessee must provide Kings Canyon Unified (KCUSD) with a current Certificate of Insurance which names KCUSD as the "Certificate Holder" and "Additional Insured" and has a minimum of \$1,000,000 in liability coverage.
- *A copy of the Board-approved Facility Request will be sent to the e-mail address listed above.
 A copy of the approved form must be in the user's possession while on school premises.
- *KCUSD's Facility Use Rate Schedule is posted on its website: www.kcUSD.com.

KCUSD EMERGENCY CONTACTS	
911	Emergency
294-2009	Fresno County Fire Emergency
488-3111	Fresno County Sheriff Office
626-5106	Orange Cove Police Dept
637-4250	Reedley Police Department
217-0373	KCUSD 24-hour Emergency
<i>The site address & phone number is indicated in the site info box above.</i>	
<i>Always have your approved Facility Request from with you while on school premises.</i>	

(click on Departments → Business Services → Forms → General Forms).

Signature of Requestor: _____

Site Approval Signature: _____

Date: _____

Date: _____

Board Date: _____	Approved: Yes No	Invoice: Yes No
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