



Turlock Unified School District

Turlock Unified School District
APPLICATION AND AGREEMENT
FOR USE OF FACILITIES

1574 E. Canal Drive; P.O. Box 819013 - Turlock, CA 95381
(209)667-0632 Ext# 2303 - Facilities@turlock.k12.ca.us

MO

Schedule ID#

School Requested: Location/Room #:

Organization: Organization Contact:

Contact Person on Site: Phone #: Cell #:

Billing Address: City: Zip:

E-mail Address: Receive correspondence & invoice via email? Yes No

Description of Activity: Expected Attendance:

List any special equipment needed:

(Please attach a detailed description and/or drawing) Special prep and cleaning required for your event: Yes No
(Additional time required for your event will incur extra charges)

Single Use

Date Requested: Day of week: (check) M T W Th F Sat Sun

Access time: Vacate time: Actual event start time: End time:

Recurring Use

Starting date: Ending date: Days of week: (check) M T W Th F Sat Sun

Access time: Vacate time: Actual event start time: End time:

For additional dates, please attach separate sheet of paper.

Other Services Requested

Restrooms needed: Yes No Food Services help needed: Yes No
(Special rate for kitchen use/food preparation)

Tech Services Requested

Screen: Yes No
Microphone: Yes No
Projector: Yes No

Joe Debely or Other Services Requested

Lighting needed: (Additional charge) Yes No Snack Bar needed: (Additional charge) Yes No
Lighting is billed from dusk until conclusion of event. Access time: Vacate time:

Please be aware, there will be a 2 hour minimum charge for all rentals.

There will not be admission fees charged or monies collected for this event.

Applicant has received, or will receive for the activities listed, contributions, cash collections, registration fees, admission fees, tuition or any other receipts. These receipts shall be used for:

The undersigned agree that the rules, regulations, and insurance requirement will be complied with in full, as stated on page 2 of this form, or the agreement will be cancelled.

Authorized Representative's Printed Name/Title

Representative's Signature

Date

Site Administrator's Printed Name

Site Administrator's Signature

Date

FOR DISTRICT OFFICE USE ONLY

Application Received: Date:
Proof of Insurance Received: Date:
Fee Received: Date:
Check #
Application Approved: Date:

FEES\*

FOR OFFICE USE ONLY

Facility fee: (per hour) x hours =
Restroom fee: (per hour) x hours =
Food Svc fee: (per hour) x hours =
Total fees: (due at least seven days prior to use) \$
\*Fees are based on actual costs of custodial services, utilities, supplies, and administrative support.

# THIS PAGE FOR OUTSIDE ORGANIZATIONS ONLY

## Agreement/Declaration of Applicant

*(Please initial on the line beside each statement to indicate your understanding of the requirement and willingness to comply.)*

\_\_\_\_\_ In executing this agreement, Applicant certifies that he/she has been duly authorized by the organization to act on its behalf in making application for said facilities.

\_\_\_\_\_ The Applicant affirms that the facility will be used only as stated on page 1.

\_\_\_\_\_ Applicant's signature on this form indicates that, to the best of his/her knowledge, the school facilities shall not be used for the commission of any act intended to further any program or movement the purpose of which is to overthrow the Government of the United States by force, violence or other unlawful means.

\_\_\_\_\_ Applicant understands that school facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law.
2. Any use which is inconsistent with the use of the school facility for school purposes or which interferes with the regular conduct of school or school work.
3. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances, including tobacco use.

\_\_\_\_\_ **The Applicant understands (LP) gas or Propane/Butane grills is not permitted. Please see Food Truck exception form.**

\_\_\_\_\_ Applicant understands that the school education program shall have priority use of all school district facilities. It is recognized that there may be situations when the request for facilities will need to be rescinded due to an unforeseen school event. The District will make every effort to communicate this change in a reasonable timely manner.

\_\_\_\_\_ **HOLD HARMLESS & INDEMNIFICATION AGREEMENT:** I certify that I represent the above organization, and that the sponsoring organization, individual members of the sponsoring organization, and any and all participants and attendees for themselves, their spouse, heirs, administrators, executors and assignees, releases and shall hold harmless the Governing Board, District and its officers and employees from any claim or demand, including those based on the negligence of the Governing Board, District, and its officers and employees, arising from participation or attendance at this activity or function held on District property. Organizations as defined in Education Code Section 38134 (a) are subject to the provisions of Education Code Section 38134 (i).

\_\_\_\_\_ The Applicant will provide proof of insurance for personal liability and property damage in the amount of at least \$1 million for each occurrence and \$3 million aggregate. The Applicant will list the District as an additional insured, and name them as the certificate holder. (Due at least seven days prior to event.)

\_\_\_\_\_ The Applicant understands that the area is to be cleaned and left in good condition, or extra fees may be charged.

\_\_\_\_\_ The Applicant understands that groups, organization, or persons using school facilities or grounds shall be liable for any property damages caused by the activity. The organization may be charged the amount necessary to repair the damages and may deny the group further use of school facilities or grounds.

\_\_\_\_\_ The total fee is due to Turlock Unified School District at least seven days prior to use.

\_\_\_\_\_ Notification of any changes to dates/times of use that may result in a recalculation of fees must be reported to TUSD Facilities Department within 72 hours of each occurrence.

\_\_\_\_\_ A facilities use fee of 2 hours will be charged if this event is cancelled by the Applicant less than 72 hours before the starting time.

\_\_\_\_\_ Any conditions of use, exceptions, or special circumstances are listed and accepted: \_\_\_\_\_

### Use Agreement:

I have read, understand, and agree to follow all the aforementioned rules and regulations established for the use of all TUSD Facilities and will enforce these same rules with all guests and participants. I understand that any violation of these rules may result in immediate removal from the facility and all future use of this facility and TUSD grounds may be denied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

# **In Addition to TUSD's Standard Facility Use Rules**

## **The following applies for Joe Debelly Stadium and Pitman High School Football Field**

- \_\_\_\_\_ No abuse of officials, coaches or athletes. No unsportsmanlike conduct.
- \_\_\_\_\_ No gum, sunflower seeds, small candy, including but not limited to Skittles, Starburst and M&M's
- \_\_\_\_\_ No silly string, confetti, flammable candles or other items with a flame.
- \_\_\_\_\_ No sports drinks, sodas or coffee. Unopened water bottles are permitted
- \_\_\_\_\_ No tables, chairs, benches, pop-up tents or anything with straight legs without prior approval from authorized TUSD staff.  
All stadium furniture will be provided by TUSD and will be marked "For Stadium Use"
- \_\_\_\_\_ No vehicles are allowed on the track or field that are not provided by TUSD. Organizations requesting the use of golf carts, ATV's, or trailers must receive approval by the TUSD Office of Business Services before being used and all drivers must meet with TUSD administrative representatives before any approval will be considered.
- \_\_\_\_\_ Absolutely nothing can be staked, taped, tacked, stapled, glued or pinned into the turf or track.
- \_\_\_\_\_ No paint or other items that could stain the track or turf will be allowed.
- \_\_\_\_\_ All participants and spectators who desire to gain access to the turf field will do so at the designated and protected areas of the track selected for passage and cross only at these points.
- \_\_\_\_\_ Property Damage: All TUSD property must be protected from damage and mistreatment and ordinary precautions must be maintained. Individuals and/or groups shall be responsible for the conditions in which the stadium is left. Should any part of the artificial turf field and/or synthetic track be damaged or abused beyond normal wear, repair of such damage will be paid for by the individual or organization involved and shall be sufficient cause for cancellation or denial of all future use.
- \_\_\_\_\_ Noise: Whistles, air horns and other air-powered or mechanically powered devices are prohibited at all events. TUSD supplied public address (PA) system will be the only "PA" system to be used with established volume levels strictly followed. Unless previously approved by the TUSD Office of Business Services, no music or other audio recordings will be allowed to be played through the TUSD "PA" system. Any disruptive or disrespectful use of the "PA" system is prohibited. Violation of this rule is sufficient cause for denying further use of the TUSD "PA" system.
- \_\_\_\_\_ Shoes: The artificial and synthetic track and turf must be protected from any damage that can be caused by shoes not approved for athletic competition on either of the surfaces. Shoes prohibited from the turf include baseball, track and golf shoes and "dress" shoes with heels. Shoes prohibited from the track include baseball, golf shoes, track shoes with metal spikes longer than 1/4 inch, and "dress" shoes with heels.

Use Agreement:

I have read, understand, and agree to follow all the aforementioned rules and regulations established for the use of all TUSD Facilities and will enforce these same rules with all guests and participants. I understand that any violation of these rules may result in immediate removal from the facility and all future use of this facility and TUSD grounds may be denied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**In Addition to TUSD's Standard Facility Use Rules**  
**The following applies for Kitchen Use**

\_\_\_\_\_ A nutrition services employee must be assigned to ensure sanitation, safety and proper operation of equipment. The employee will act in a supervisory capacity only. The user group is responsible for preparation and cleanup.

Use Agreement:

I have read, understand, and agree to follow all the aforementioned rules and regulations established for the use of all TUSD Facilities and will enforce these same rules with all guests and participants. I understand that any violation of these rules may result in immediate removal from the facility and all future use of this facility and TUSD grounds may be denied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

# **In Addition to TUSD’s Standard Facility Use Rules**

## **In Addition to TUSD’s Standard Facility Use Rules The following applies for the use of Food Trucks on school property**

Commercial food trucks may be allowed on school property for special events if you are able to provide the following documentations at least one week prior to the event:

- A map, signed by the site administrator, indicating where the food truck will be set up/operating. Typically, this will be in the drop-off lane or parking lot of the school, but the food truck must be positioned at least 20 feet from any permanent structure and not block a fire lane or exits. The county requires that this location be within 200 feet of an operating rest room. TUSD requires that there be available trashcans within 10 feet of the front and rear of the food truck.
- A copy of the food truck operator’s current and valid “Operator’s Permit”, issued by Stanislaus County Environmental Health.
- Verification of the food truck’s current propane bottle status. This can be a “self attest” by the truck operator, or it can be a picture of the propane tank’s current hydrostatic test.
- Truck must have one (1) 2A-10BC serviced fire extinguisher.
- A copy of the food truck operator’s current and valid City of Turlock “Business License”.
- A copy of the food truck operator’s current and valid “Certificate of Insurance”, separate from the organization’s insurance.

Additionally, it will remain the responsibility of the organizers of the event, not the food truck operator, to make sure that the entire campus is left as clean as before the event. If custodial hours are required to clean after the event, the event organizers agree to pay for the additional costs to clean up after the event.

### Use Agreement:

I have read, understand, and agree to follow all the aforementioned rules and regulations established for the use of all TUSD Facilities and will enforce these same rules with all guests and participants. I understand that any violation of these rules may result in immediate removal from the facility and all future use of this facility and TUSD grounds may be denied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

## **In Addition to TUSD's Standard Facility Use Rules The following applies for Pool Use**

\_\_\_\_\_ As required by Senate Bill 722: Pupil Safety, Swimming Pools, and Cardiopulmonary Resuscitation (CPR), also known as Alex's Law, now requires that at least one adult with a valid CPR certificate be present throughout the duration of the event and or while children are present. As an organization you agree to be in full compliance with Senate Bill 722, for each and every time.

\_\_\_\_\_ All food and drink must be approved before being brought in to the pool facilities. Some food and drink that have already been approved are as follows:

### Use Agreement:

I have read, understand, and agree to follow all the aforementioned rules and regulations established for the use of all TUSD Facilities and will enforce these same rules with all guests and participants. I understand that any violation of these rules may result in immediate removal from the facility and all future use of this facility and TUSD grounds may be denied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name