

**EAST VALLEY INSTITUTE OF TECHNOLOGY
APPLICATION FOR USE OF SCHOOL FACILITIES**

To be completed by User/Licensee. Every question must be answered.

Date: _____

Name of Organization: _____ Profit Nonprofit

Street Address: _____

District facility(ies) requested: _____

Day(s) of event: Mon Tues Wed Thurs Fri Sat Sun

For the period: _____ until _____
(starting date) (ending date)

Time entering/leaving facility: From _____ AM/PM Until _____ AM/PM

Content/Theme of Event (please be specific): _____

Nature of activities: _____ Est. # attending: _____

Will admission be charged? Yes No Adult: \$ _____ Student: \$ _____

Special equipment or needs: _____

Contact person: _____ Title: _____

Phone: (work) _____ (cell) _____ (fax) _____

Email _____

Categories of Use: (Reference Facility Fee Schedule for charges)

- **Category I** – Nonprofit,
- **Category II** – Commercial or for profit.

Note: This application is subject to the following:

NONSCHOOL ACTIVITIES – Category I & II

Liability insurance coverage in the amount of \$1,000,000.00 and \$10,000.00 property damage, with East Valley Institute of Technology School District No. 401 named as an additional insured on the policy. Requests without such proof cannot be approved. The school district carries no liability insurance protecting organizations engaged in non-school activities.

USE OF FACILITY FEES. Payable within one (1) week after invoice date. It is understood that all rates, as well as other conditions stipulated, are parts of any agreement.

AGREEMENT. If the application is approved the User/Licensee must enter into an agreement with the District. The said agreement sets forth the terms and conditions of use and is binding upon the parties.

Signature: Authorized Representative of User/Licensee _____ Date _____