



APPLICATION FOR USE OF FACILITIES

[Return this form to the address listed above **at least 10 working days prior to the event**] **Questions? E-Mail:**
erica.carlson@badger.k12.wi.us

Organization Requesting Facility

Date of Application _____

Applicant _____

Contact _____ Email _____

Address _____ State _____ Zip _____

Office Phone _____ Office Fax _____

Mobile Phone _____ Day Phone _____

Night Phone _____ Home Phone _____

Liability Insurance

Liability Insurance Provider _____

Insurance Expiration Date _____ Policy # _____

***Liability Insurance Required.** Include Certificate of Liability Insurance with this application.

The group agrees to furnish and maintain the following insurance policies for itself at all times during the term of this agreement. The District desires liability coverage at least equivalent to its own in both scope and depth of coverage.

Commercial General Liability

- General Aggregate (Other than Prod/Comp Ops Liability) - \$1,000,000
- Products/Completed Operations Aggregate - \$1,000,000
- Personal & Advertising Injury Liability - \$1,000,000
- Each Occurrence - \$1,000,000
- School district should be included as an additional insured

Workers' Compensation and Employer's Liability

- Workers' Compensation - State Statutory Limits
- Employer's Liability
 - o Bodily Injury by Accident - \$100,000 each accident
 - o Bodily Injury by Disease - \$500,000 policy limit
 - o Bodily Injury by Disease - \$100,000 each employee
- Waiver of subrogation in favor of the School District.

Community Education Director and/or
Athletic Administrator

Signature Date

Reviewed by
Director of Buildings & Grounds

Signature Date

Contract Issued _____ Application Denied _____ Priority Code Assigned

Cost of Building Rental _____ hours @ \$ _____/hour =
\$ _____

Cost of Labor

Custodial _____ hours @ \$ _____/hour =
\$ _____

Technical _____ hours @ \$ _____/hour =
\$ _____

Director _____ hours @ \$ _____/hour =
\$ _____

Other _____ hours @ \$ _____/hour =
\$ _____

Equipment or Cost of Materials (itemized):

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____
