



PASCO SCHOOL DISTRICT NO.1

Facility Use Form

INSURANCE

****Non-District organizations must provide a certificate of liability insurance naming PASCO SCHOOL DISTRICT NO.1 as the certificate holder.***

SETUP REQUIRMENTS

SERVICE DESCRIPTION

<input type="checkbox"/> AUDIO/VISUAL	_____
<input type="checkbox"/> BLEACHERS	_____
<input type="checkbox"/> CONCESSION STAND	_____
<input type="checkbox"/> CUSTODIAL	_____
<input type="checkbox"/> ELECTRICAL	_____
<input type="checkbox"/> EVENT BREAKDOWN	_____
<input type="checkbox"/> EVENT SETUP	_____
<input type="checkbox"/> FOOD SERVICES	_____
<input type="checkbox"/> GROUNDS	_____
<input type="checkbox"/> GYM EQUIPMENT	_____
<input type="checkbox"/> HEATING/AIR	_____
<input type="checkbox"/> IRRIGATION	_____
<input type="checkbox"/> LIGHTING	_____
<input type="checkbox"/> LUNCH TABLES	_____
<input type="checkbox"/> MUSIC EQUIPMENT	_____
<input type="checkbox"/> P/A SYSTEM	_____
<input type="checkbox"/> PERFORMANCE LIGHTS & SOUND	_____
<input type="checkbox"/> PERFORMANCE MANAGEMENT	_____
<input type="checkbox"/> PLAYGROUND	_____
<input type="checkbox"/> RAMPS/PLATFORMS	_____
<input type="checkbox"/> SCOREBOARDS	_____
<input type="checkbox"/> SCREENS	_____
<input type="checkbox"/> STAGE SETUP	_____
<input type="checkbox"/> OTHER NEEDS	_____

****If additional equipment is needed that is not on site, a work order must be submitted to our Maintenance Dept.***

SIGNATURE _____

DATE _____

PRINCIPAL'S SIGNATURE _____

DATE _____

(In District request only)



APPROVAL OF AN APPLICATION FOR USE OF PASCO SCHOOL DISTRICT FACILITIES IS SUBJECT TO THE FOLLOWING REGULATIONS:

1. Any group or individuals using the facilities accept responsibility for damage done to District property and shall reimburse the District for such damage.
2. Approval will not be granted for any activity, which may be in any way prejudicial to the best interests of the schools. The group or individuals using the facilities must provide satisfactory sponsorship and adequate supervision. This shall include proper police and fire protection where necessary.
3. The user agrees to protect, indemnify, and hold harmless the District, its elected and appointed officials, employees, agents and staff from any and all claims, liabilities, damages, expenses, or rights of action, directly or indirectly attributable to the user's activities and/or use of premises in connection with this agreement.
4. The requirement to provide insurance and the amount of the insurance required shall be applied at the discretion of the District administration and shall relate to the nature of the scheduled event or activity.
5. When no service charge is made, the user agrees to clean the facilities and restore the equipment/furniture to its original arrangement. The district reserves the right to charge the user for cleaning or damage costs associated with returning facilities to their original state.
6. The building principal or his/her designee may require the presence of a custodian or other staff member to be on the premises when a non-school group is using a district facility.
7. Standard approved gym shoes are required for all activity-type usage in the District's gyms. Proper attire shall be worn at all times.
8. Use of the District facilities, equipment and services shall be restricted to those spaces and times specifically set forth in the "Application and Permit for Use of School District Facilities".
9. Smoking is not permitted on District premises. Groups or individuals using school facilities accept responsibility for enforcement of this rule.
10. The transacting of business, merchandising, advertising or the signing of contracts, other than those, which occur in the normal business of the District or affect the students and employees of the District, are not allowed on District property except by special contract arrangement.
11. Advertising material of any kind shall not be distributed in the school buildings or on school premises without prior approval of the District.
12. Games of chance, lotteries, raffles, etc., are not allowed on District property with the exception of certain fund-raising events of the District parent-teacher organizations or student organizations.
13. Boisterous conduct, profane language, possession or use of intoxicating liquor and or drugs shall not be permitted on District premises.
14. Users agree to abide by the laws of the State of Washington and the County of Franklin and by the regulations of the Pasco School District.
15. Fire and safety regulations of the District, Franklin County and the State of Washington shall be observed at all times.
16. The District reserves the right to cancel, upon short notice, any meeting or activity in any District facility.
17. The properly executed "Application and Permit for Use of School District Facilities" is the complete and exclusive statement of the agreement between the parties relevant to the purpose described therein and supersedes all prior agreement or proposals, oral or written and all other communications between parties related to the subject matter of the agreement. No modification of the agreement will be binding on either party except as a written addendum signed by an authorized agent of both parties.

I have read and understand the Facility Regulations as stated above

Signature _____ Date _____
Organization's Responsible Party



Compliance Statement for HB 1824, **Youth Sports-Head Injury Policies** and
SB 5083, **Sudden Cardiac Arrest Awareness.**

I, _____ Requests the use of the Pasco School
District facilities for the following dates: _____

_____, a private nonprofit youth sports group, verifies
all coaches, athletes and their parent/guardian have complied with mandated policies for, the
Management of Concussions and Head Injuries as prescribed by HB 1824, Section 2 and
Sudden Cardiac Arrest Awareness as prescribed by SB 5083, Section 3.

Attached is a proof of insurance under an accident and liability policy issued by an insurance
company authorized to do business in Washington state covering any injury or damage with at
least \$50,000 due to bodily injury or death of one person and at least \$100,000 due to bodily
injury or death of two or more persons.

Signed: _____
Representative of Private Nonprofit Youth Sports Group

Date: _____

*Note: Access to school facilities may not be granted until all requirements of this
application are complete and approved by the school district and/or designee.

PASCO SCHOOL DISTRICT NO.1

Facility Rental Rates

**All rates are per hour*

Classification and Description		Gymnasium			Cafeteria	Mall	Kitchen (District staff required)	Library	Auditorium (District staff required)	Conference Room	
		Elem	MS	HS	MS	HS	All	All	All	All	
I	School Related or Community Betterment Groups: School Activities ,PTA, PTO, school boosters, Scouts government groups. City of Pasco (per interlocal agreement)	No Rental charges. Possible charges - custodian, security , A / V ,or nutritional services charges.									
II	Non-Community and/or Non-Profit Groups: Non-student lead youth groups: cultural organizations, adult recreation groups, political organizations, community colleges, vocation training. (Non-profit status documentation required.)	The district shall charge a rental rate in excess of costs incurred, except that such excess charges may be waived when a service club or other non profit group is raising funds for charitable purposes.									
		\$25.00	\$25.00	\$35.00	\$25.00	\$35.00	\$20.00	\$25.00	\$60.00	\$25.00	Weekday
		\$30.00	\$50.00	\$75.00	\$40.00	\$60.00	\$40.00	\$30.00	\$80.00	\$30.00	Weekend
III	Commercial Enterprises: Commercial businesses, for profit enterprises, recreational studios, AAU / Sports tournaments.	While the district prefers organizations to use commercial or private facilities, facilities may be rented at the prevailing rate charged by commercial facilities in the area.									
		\$30.00	\$50.00	\$70.00	\$50.00	\$60.00	\$70.00	\$30.00	\$100.00	\$50.00	Weekday
		\$ 60.00	\$ 80.00	\$ 100.00	\$60.00	\$ 80.00	\$100.00	\$60.00	\$120.00	\$60.00	Weekend

*** All rental fees are per hour**

Additional services (2hr minimum)	Per Hour		
Audio/Visual	\$53.00		
Auditorium / Event Staff	Cost may vary		
Cook	\$48.00		
Custodian	\$54.50		
Electrician	\$68.50		
Grounds	\$58.50		
Plumber	\$68.50		

**For additional equipment needed please contact Facilities Dept. Additional charges may apply*

