Ferndale Area School District
Application for Use of School Facilities

Name of Applicant Organization _____

Date of Application _____

_____ _____
Responsible Officer Title

_____ _____
Address City/State/Zip Phone

IMPORTANT ***IMPORTANT*** ***IMPORTANT***

Nonschool-sponsored organizations using school district facilities **MUST** carry liability insurance. The liability insurance certificate shall indicate the following minimum coverage:

1. **bodily injury - $300,000,**
2. **property damage - $25,000,**
3. **medical payment - $500.**

This Use of Facilities form **MUST** be accompanied by a certificate of liability insurance listing Ferndale Area School District as additional insured (can be obtained from your insurance carrier). Forms submitted without a certificate of liability insurance will **NOT** be considered.

Facilities Requested *(please check all items which comply with your request)*

School/Facility		Room(s)		Equipment	
Senior High	☐	Auditorium	☐	Chairs	☐
Junior High	☐	Cafeteria	☐	Tables	☐
Elementary School	☐	Classroom(s)	☐	Microphone	☐
Football Stadium	☐	Gymnasium	☐	Movie Projector	☐
Baseball Field	☐	Kitchen	☐	Movie Screen	☐
Softball Field	☐	Locker Room(s)	☐	PA System	☐
_____	☐	Restrooms	☐	Scoreboard/Clock	☐
		Computer Lab	☐	Television	☐
		Walk-in Cooler	☐	VCR	☐
		_____	☐	_____	☐

**NOTE: Representatives of organizations approved to use the gymnasiums are instructed NOT to allow anyone to sit on the top row of the bleachers when the bleachers are not extended for seating.*

Purpose for which the facility will be used (be specific) _____

_____

_____

_____

Date(s) of use: _____ Hours: from _____ to _____

Estimated number of people in attendance _____

Will admission fee(s) be charged? ☐ Yes ☐ No Amount of admission fee: $

~~Will a collection~~ be taken? ☐ Yes ☐ No

For what purpose will the fees or collections be used? _____

Will special decorations be used? ☐ Yes ☐ No

Will refreshments be served? ☐ Yes ☐ No

If permission is granted, applicant agrees to comply with the Rules and Regulations of the Board of School Directors governing the use of such premises, to take the utmost care of requested facility area and equipment, and to make good any damage to school property stemming from my organizations occupancy of it. Applicant agrees to pay the appropriate rental fee for the use of the above, and further agrees to pay actual costs for the use of special equipment, extra custodial services, security, and any other costs specified by the Rules and Regulations. The undersigned will hold the school district harmless from all claims, loss, or liability arising out of the use of the facility pursuant to this application. **I, the undersigned, will be held financially responsible for any damages not covered by my insurance.**

I, the undersigned, do certify to the Ferndale Area School District, under penalties of perjury, that all leaders (e.g., coaches, officials, group leaders, instructors, supervisors, etc.) not employed by district that will participate in the activity utilizing district facilities have an active Act 34 clearance, Act 151 clearance, and FBI clearance; that no leader participating in the activity utilizing facilities of the district has a prior conviction involving inappropriate activities regarding individuals under the age of 18; and that no leader will be permitted to participate in the activity utilizing the facilities of the district that does not have the required clearances referred to above indicating, in each case, that said leader has no prior conviction involving inappropriate activities regarding individuals under the age of 18.

I further understand that should it be determined that the certification made above is a false certification or that the applicant permitted a leader to participate in the activity utilizing the facilities of the district that did not have the required clearances referred to above indicating, in each case, that said leader had no prior conviction involving inappropriate activities regarding individuals under the age of 18, that the district Board may, in the exercising of its discretion, determine that the applicant shall, as the result of said actions, be precluded from utilizing district facilities in the future.

_____
Signature of Responsible Officer

_____ Approved

_____ Denied _____ _____
Signature of Building Principal Date

_____ Approved

_____ Denied _____ _____
Signature of Superintendent Date

Date of Pre-Approval Notification _____

Date of Board Approval _____

Remarks: _____

_____

_____

_____

_____