



BEDFORD CENTRAL SCHOOL DISTRICT

632 South Bedford Rd • Bedford, NY 10506

914-241-6000 • www.bcsdny.org

Inspiring and Challenging Our Students

FACILITY USE REQUIREMENTS & APPLICANT AGREEMENT

Please read, sign, and return with the Application for the Use of School Facilities

The use of all District facilities shall be subject to the approval and rules of the Board of Education administered by the Building Principal, Director of Facilities and Board of Education.

The District does not discriminate on the basis of race, color, national origin, physical impairment or sex in its educational programs or employment services.

1. Please see the District's insurance requirements and provide all the necessary documents requested.

FAILURE TO DO SO PRIOR TO USE WILL RESULT IN REVOCATION OF YOUR PERMIT

2. Facilities are not available if in conflict with school use. **Approved dates are subject to change.** _____ **(please initial)**
3. No unauthorized vehicles are allowed on school property. No field or building alterations (lining of fields or gymnasiums, erecting permanent goal posts, or structures, etc.) are allowed.
4. Applicants wishing to use District facilities shall first apply to the Building Principal, or the Athletic Director if use of the District's gymnasiums or fields is requested, on the prescribed form.
5. The fee for use of the District's facilities is payable **BEFORE** use begins.
6. Permits may be revoked at any time.
7. In the event of inclement weather, the District has the final authority on whether facilities are usable. In the event that any district facility is closed during the day or on the weekend due to inclement weather or an emergency situation, all after school and evening activities and meetings are canceled.
8. Any Applicant/Organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
9. All posted rules and buildings Codes of Conduct must be adhered to.

10. Profanity, objectionable language, disorderly acts or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises.
11. Smoking or other use of tobacco products is not allowed on District property.
12. Intoxicants shall not be brought onto District facilities at any time.
13. Any damage to District facilities shall be promptly repaired at the user's expense. No exceptions.
14. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, directions for exiting, how to respond to a fire alarm, etc.
15. Movies (Rented or Owned) shall **not** be shown on district property due to laws regarding Copyrights – the Federal copyright Act (title 17 of the US Code). Facility users will be responsible for any fines or legal action that may arise from showing a movie while using the district's facilities.
16. Applicants using District facilities are required to clean up after each use. Failure to clean up after each use will result in a custodial overtime charge which will be billed to the Applicant.
17. **All applicants are responsible for adhering to all Federal, State and Local COVID related rules and regulations.**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. The applicant agrees to be responsible to the District for the use and care of the facilities.

The Certificate of Insurance and Hold Harmless Agreement have been provided

_____ (please initial).

Custodial overtime fees will be charged at the end of your event if required

_____ (please initial).

I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS

Applicant's Signature