



APPLICATION FOR USE OF SCHOOL BUILDINGS OR PROPERTY

(Must be submitted at least ten business days in advance)

Nelson Poplar Plumas Sierra

Name of Organization/Group: _____

Contact Name: _____ Contact Number: _____

Dates to be Used: _____ Time(s): _____

Purpose of Use: _____

Expected Number of Participants? _____ Will Admission/Donations be Charged/Accepted? _____

Requesting to Use: Kitchen _____, Room #'s _____ (how many) _____, Fields _____, Cafeteria _____,

Refrigerator: _____ Do you require staff support for your event? _____

What other equipment* are you requesting to use? e.g. tables/chairs and how many (be specific):

*(Equipment fee is applicable)

Are you requesting the use of the Heating or Air Conditioning system? _____ (fee is applicable)

No smoking is permitted on any district property or in any of the Thermalito Union Elementary School District buildings. Thermalito Union Elementary School District is a drug free/tobacco free school district. Any type of activity which involves possession, consumption, sale, or any involvement whatever with alcoholic beverages and/or tobacco products is also prohibited.

The undersigned (applicant) certifies that he/she is at least 21 years of age, has read and agrees to comply with the regulations governing the use of Thermalito Union School District facilities, and further agrees (on behalf of the user group) to be financially responsible for any damage to school property or equipment, and to leave the facility in the same condition in which it was found.

It is further agreed and understood that the user group may under certain circumstances be requested to indemnify and save the district harmless from any claim or suit for damages, loss or injury of every kind or description ensuing in, on, or about or from the use of the school property or any part or portion thereof during the school year, and while being used by the organization making application, and for such purpose, filing with the district insurance representative a certificate of insurance providing coverage for public liability and property damage in an amount not less than \$1,000,000.00, which certificate shall name the district as an additional insured.

Please note, you may be asked to provide a list of names and addresses of expected participants.

NAME OF ORGANIZATION REPRESENTATIVE:

SCHOOL ADMINISTRATOR APPROVAL:

Please print: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Charge \$ _____

NOTE: School Board policies prohibit a monopoly of use by any one group. This agreement is subject to review and discontinuance with a ten day notice of termination.

USE OF SCHOOL FACILITIES

Facility Use Fees

Charges for the use of facilities in the Thermalito Union Elementary School District will be made in accordance with the following fee schedule. Additionally, custodial and/or food service staff will be assigned and charges will be assessed when those services are requested by the organization or deemed necessary by the District. Charges may also be assessed for damage to the facility, equipment and/or furnishings.

All non-profit groups must provide their non-profit number. All fees due must be paid at least 10 days prior to the use of the facility.

	School Organization	Not For Profit	Commercial/For Profit
Regular Classroom	No charge	\$5 per hour	\$10 per hour
Elementary School Gym/Cafeteria	No Charge	\$ 10 per hour	\$20 per hour
Nelson Avenue Room 10B/Cafeteria	No charge	\$10 per hour	\$20 per hour
Nelson Avenue Gym	No charge	\$25 per hour	\$40 per hour
Field Rental (includes mowing)	No charge	\$50.00 per day + custodial fee	\$100 per day + custodial fee
Tables and Chairs Set Up	No charge	Cost of custodial time	Cost of custodial time
		Custodial	Cafeteria
Straight Time		\$30 per hour	\$27 per hour
Over Time		\$45 per hour	\$40 per hour
Double Time		\$60 per hour	\$54 per hour

Board Approved: 02/8/18