

# Alcoa City Schools

## Application for use of School Grounds and Physical Facilities

Name of group making application: \_\_\_\_\_

School requested for use: \_\_\_\_\_

Area of campus requested to use: \_\_\_\_\_  
(Building, Athletic field, gym, classroom #, auditorium, etc.)

School equipment requested to use: \_\_\_\_\_

Requested date: \_\_\_\_\_ Requested time: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Will admission be charged? Yes/No Will concessions be sold? Yes/No

Usage Fee: \_\_\_\_\_ \$200.00 – Indoor Use per day  
\_\_\_\_\_ \$300.00 – Outdoor Use with utilities per day  
\_\_\_\_\_ \$50.00 – Outdoor use without utilities per day  
\_\_\_\_\_ Fee waived  
\_\_\_\_\_ Negotiated per month/In kind

In consideration of the privilege of using a facility of Alcoa City Schools, I/we \_\_\_\_\_, hereby assume the risk of injuries that may be sustained while on the premises of the Alcoa City Schools, or using equipment of the Alcoa City Schools, both while using the facility above specified. I further relieve Alcoa City Schools and its officers and employees, from any liability for loss or damage to any personal property that may be damaged, lost, or stolen while on premises. When this release is signed on behalf of an organization by an authorized representative of the organization, the organization agrees that it will hold Alcoa City and its officers and employees harmless and indemnify them for any such actions, suits, damages, claims, or judgments. The organization agrees it will obtain liability insurance in the amount of \$1,000,00 (one million dollars) to cover any such liabilities and to name the Alcoa City Schools as an additional insured policy. The organization will also obtain appropriate releases from each individual participant in the activity.

We agree to abide by the following rules and regulations as set forth by the Alcoa City Board of Education pertaining to use of facilities (ACS policy 3.206).

1. The building will be opened and closed by a school employee.
2. No one is allowed to play on gym floor in street shoes. Basketball or approved gym shoes must be worn.
3. The group will assume any financial damage done to the building or equipment beyond normal wear or as a result of unsupervised use or improper use of building or equipment.
4. No group is allowed the use of the electronic scoring or messaging equipment.
5. If custodial/kitchen services are necessary (mandated for use of kitchen equipment), user group agrees to pay school custodian/kitchen employee time-and-a-half of normal salary per hour for each hour services are necessary.

Printed Name of sponsor or designated representative: \_\_\_\_\_

Signature of sponsor of designated representative: \_\_\_\_\_

Phone Number \_\_\_\_\_

Approved by \_\_\_\_\_  
Principal or Designee

\_\_\_\_\_  
Date Approved