

200 Poplar Street, Vandergrift, PA 15690

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

About Your Organization:

Contact person	Name of Organization
Address	Phone Number
City	State
Zip	Organization Representative (Individual who will be on site during activity)

Type of activity: (Please be specific and also list any special arrangements)

Building Requested:

(If request is for use of High School Cafeteria forward copy to Food Service Director)

Areas of building Requested for Use:	Dates to be used:	Times of Activity:
		From: _____ To: _____
		From: _____ To: _____

User holds the school district harmless from all claims for injury to or the death of any person, and for damage to or the loss of any property arising out of or attributed directly or indirectly to the operations or omissions of the school district. User indemnifies the school district for all damage to property belonging to the school district and for all injuries to or the deaths of any representative or employees for the school district resulting from all acts or omissions of user.

Signature of representative: _____

<p style="text-align: center;"><input type="checkbox"/> Request Approved</p> <p><u>Conditions for approval:</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Athletic Director _____ Date _____</p> <p>Principal _____ Date _____</p> <p style="text-align: center;">_____ Superintendent of Schools</p> <p>All fees, payable by check(s), will be submitted to the above Building Principal upon approval of this request.</p> <p><input type="checkbox"/> Please submit a rental fee of \$ _____ payable to: <u>"Kiski Area School District"</u></p> <p><input type="checkbox"/> Please submit a supervisory fee of \$ _____ payable to: _____</p>	<p style="text-align: center;"><input type="checkbox"/> Request Disapproved</p> <p><u>Reasons for disapproval:</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Athletic Director _____ Date _____</p> <p>Principal _____ Date _____</p> <p style="text-align: center;">_____ Superintendent of Schools</p> <p>PLEASE NOTE: All questions concerning <u>Request for Use of School Facilities</u> should be directed to the Building Principal. Disposition of the request will be mailed to the individual making the request. When school is closed due to inclement weather, all scheduled activities will be postponed until a later date.</p> <p style="text-align: center;">See "Regulations Governing Use of School Facilities" on back.</p>
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Regulations Governing Use of School Facilities

1. School activities have preference in scheduling. Permission granted to organizations or individuals may be canceled at the discretion of the Board of Directors or the Superintendent of Schools.
2. No facilities may be used for religious services.
3. There will be a school employee on duty when school facilities are in use.
4. Sponsoring groups are responsible for the proper care of school facilities. The facilities must be left in the same condition in which they were found. Failure to do so will result in an additional charge.
5. It is recommended that all groups have a liability insurance policy.
6. It is required that any group using the facilities for athletic competition or utilizing any of the district's industrial arts equipment must have liability insurance.
7. The school district is not responsible for any accidents.
8. Requests for use of facilities should be submitted to the Building Principal/Athletic Director at least 30 days prior to date of the activity.
9. No smoking on school property.
10. Nerf balls instead of hard balls should be used to prevent damage to light fixtures.
11. Do not let children move or play with folding tables.
12. Any use of kitchen area/food service equipment requires employment of a trained food service employee.

NO CHARGE FOR USE OF SCHOOL FACILITIES

(For those organizations on the School Board approved list)

The school facilities will be available at no charge only if a custodian/sweeper is on duty during the time in which the facility is requested. If a custodian /sweeper is not on duty, one will be assigned and will be paid directly by the organization using the facility at the hourly rate designated in the collective bargaining agreement.

RENTAL CHARGE FOR USE OF SCHOOL FACILITIES

The rental charge covers a maximum of 3 hours. Additional time will be billed at a rate of 1/3 of the rental fee for each additional hour or part of an hour. The rental charge must be paid in advance of the activity.

If any organization wishes to utilize any of the school's equipment, an additional fee of \$64 for each day will be charged payable to the school employee supervising the use of equipment. Profit making organizations that charge admission will be assessed a rate negotiated with the school district.

Rental Rates:

	High School/Intermediate School	Other Building
Classroom	\$126	\$126
Cafeteria (does not include kitchen equipment)	242	187
Gymnasium	242	187
Auditorium (same for LGI Room)	365	242
Pool	242	---
Supervisory fee	64	64

If any organization wishes to utilize the pool, at least one certified life guard must be provided for every 25 people. *(An additional fee of \$64 for each day will be charged payable to the school employee supervising the use of the pool.) Adult basketball groups using the gymnasium for a minimum of 15 nights during the year will be charged \$128 per night.

Scheduling priority will be granted in rank order according to the following list: 1. school activities 2. recognized booster groups 3. Kiski Valley YMCA 4. other groups. Approval is granted on a priority basis and not necessarily on a "first come" basis.