

APPLICATION FOR USE OF SCHOOL DISTRICT/COMMUNITY FACILITIES

Ottawa Hills Local Schools – Toledo, Ohio 43606 – (419) 536-6371

For Community Room or Scout House – Return to Community Coordinator

For all other facilities – Return to Building Principal

Name of Organization: _____	Date: _____
Person in Charge: Name _____	Phone: _____
Address: _____	
Person in Charge of Key to Facility: _____ Phone: _____	

Building/Facility Requested: _____

Purpose: _____ Number Expected _____

Will custodian services be needed? (Please check what is needed.)

Room/Seating Arrangement Requested _____

Special Equipment Requested (please list) _____

Other _____

<u>Dates</u>	<u>Start Time</u>	<u>End Time</u>

Office Use Only _____	Dynacal _____	Custodian _____
Admission Fee: _____ Yes _____ No	Admission Charge: _____	
Facility Rental Fee: _____	Custodial Fee: _____	Total Fee: _____
(Please see Fees for Use of School District Facilities. Full payment of fees due two weeks in advance of activity.)		
Proof of liability insurance required _____	Yes _____	No _____

Applicant is responsible for supervision of the above activity, for the conduct of persons present at the activity, and for any damage which may result to school property. Applicant further agrees to be responsible for all charges that may be made.

Applicant agrees to indemnify and hold harmless the Ottawa Hills Board of Education and its agents and employees from all liability, claims, demands, attorney fees, or costs for, or arising out of, or occurring during the Applicant's use of school facilities, whether caused by the negligence of indemnitor or Ottawa Hills Board of Education or either party's agents or employees, or otherwise. I understand that this permit does NOT include accident, liability or personal property insurance. Furthermore, I understand that neither the Board of Education nor any of its agents or employees shall be liable in the event of an accident, personal injury or loss of personal property at any site where activities are held, and Applicant hereby releases Ottawa Hills Board of Education, its agents and employees from any claims in connection with same. If required by the Ottawa Hills Board of Education, Applicant shall obtain from each participant in the activity a signed waiver and release, in a form prescribed by the Board of Education, which waives any and all claims against the Board of Education and releases the Board of Education from liability in connection with Applicant's use of school facilities. All such waivers must be provided to the Board of Education prior to Applicant's use of school facilities.

APPLICANT MUST SIGN IN SPACE DESIGNATED BELOW.

<input type="checkbox"/> Check here if the applicant is an individual	<input type="checkbox"/> Check here if the Applicant is an organization, and this Application is being signed by an authorized Representative of the organization.	
I have read this APPLICATION FOR USE OF SCHOOL DISTRICT FACILITIES AND GENRAL TERMS AND CONDITIONS GOVERNING THE USE OF SCHOOL DISTICT FACILITIES and I hereby agree to all terms and conditions.		
_____ (Print Name)	_____ (Signature)	_____ (Date)
School Official	<input type="checkbox"/> Approves	<input type="checkbox"/> Disapproves
_____ (Signature of School Official)	_____ (Date)	