



**BATH LOCAL SCHOOL DISTRICT  
FACILITY USE AGREEMENT**

1. If security personnel are needed, it shall be the responsibility of the organization/group renting or using the building as part thereof to arrange to have such service provided at the lessee's expense.
2. All property belonging to the District shall not be altered in any way or be removed. The maintenance supervisor/building principal/athletic director shall notify the Superintendent of any property damage.
3. The sound and light system shall be operated by board staff/personnel.
4. Outside equipment, devices or displays shall not be attached to and/or erected within the schools without prior approval of the maintenance supervisor. All equipment utilized (props, scenery, electric equipment, sound equipment, kitchen equipment, etc.) shall be approved by the maintenance supervisor.
5. Immediately contact the building principal/maintenance supervisor/athletic director should any problem arise during the use of the building.
6. School or youth organizations using the building or grounds must be supervised by an adequate number of adult sponsors to assure proper care and use of school property.
7. The event shall not infringe upon or interfere with the regular program of the school.
8. All organizations must provide proof of \$1 million in liability insurance prior to renting facility.
9. The building principal/maintenance supervisor/athletic director reserve the right to reject any applicant upon just cause.
10. No gambling (as defined by law), smoking, alcohol, intoxicants, drugs or controlled substance, improper language or conduct at any time in school buildings or on school premises.
11. No food or drink is allowed in auditorium or auditorium Lobby.
12. School buildings are closed when school is cancelled due to weather conditions. The building principal/maintenance supervisor/athletic director reserves the right to cancel or limit the use of school facilities due to calamitous conditions. The building principal/maintenance supervisor/athletic director reserve the right to make adjustments in charges or rules when circumstances warrant.
13. Any event that causes the District to incur overtime costs will be paid by the renter of the facility. This will be on a case by case basis as determined by the Maintenance Supervisor and the Superintendent.
14. Failure to comply with all rules and regulations as outlined above shall be just cause to terminate agreement and/or just cause to refuse rental to any individual, group or organization.

FACILITY RENTED \_\_\_\_\_

DATES OF CONTRACT \_\_\_\_\_ TIME \_\_\_\_\_

CUSTODIAL CHARGES: \_\_\_\_\_

FACILITY RENTAL CHARGE: \_\_\_\_\_

Will participants/parents be charged a fee to participate? Y / N

Will admission (including donations) be charged for the event? Y / N

Will money be collected for concessions, shirts, etc.? Y / N

Will lights/sound be needed for the event? Y / N

**Individual in Charge:** The person signing the rental contract is assumed to be responsible and in charge of the activity for the organization or group which is given permission to use school facilities and must assure personal responsibility for enforcement of these rules. The person in charge of the activity shall further be responsible for the general supervision and safety of all who attend the activity and for the protection of public/private property while on school grounds which may require police protection.

\_\_\_\_\_  
Signature of Individual in Charge of Event

\_\_\_\_\_  
Date

**BATH LOCAL SCHOOL DISTRICT FACILITY USE AGREEMENT (cont'd)**

\_\_\_\_\_  
Group / Organization Name

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Youth Sports Organizations**

It is the responsibility of the renting group/organization to have the appropriate sports safety training and certification on file for their coaches with their organization. Signing below indicates that you have complied with all training/certification requirements.

\_\_\_\_\_  
Signature of Individual Responsible for Legal and Financial Liability

\_\_\_\_\_  
Date

**Legal/Financial Liability**

The group/organization renting will assume the cost of any and all vandalism or property destruction that is the direct result of their neglect, misconduct, or other conditions, including spectators, pertaining to the use of Bath Local School District facilities. The group/organization must have liability insurance for the event, which will contain a "Hold Harmless" clause in favor of Bath Board of Education and its employees. The group/organization agrees to "indemnify and hold harmless Bath Local Board of Education and their agents, and employees shall be held free from all liability, claims, demands, damages, or costs, for, or arising out of building/equipment rental and/or use whether it be caused by the negligence of indemnifier, Bath Local School Board of Education, or either party's agents or employees or otherwise."

\_\_\_\_\_  
Signature of Individual Responsible for Legal and Financial Liability

\_\_\_\_\_  
Date

**Bath Local Schools**

Approved by: \_\_\_\_\_

Principal / Athletic Director / Superintendent

\_\_\_\_\_  
Date

**For Office Use Only:** Date ( Initials)

Check with Band, Choir and Athletic Director (if applicable) \_\_\_\_\_ ( )

Notify Maintenance Supervisor RE: Lights / Sound (if applicable) \_\_\_\_\_ ( )

Enter into Cal \_\_\_\_\_ ( )

Notify Maintenance Supervisor \_\_\_\_\_ ( )

Copy to Superintendent \_\_\_\_\_ ( )

Liability Insurance \_\_\_\_\_ ( )