



**United Local School District  
Application for Use of School Buildings**

**BUILDING:** \_\_\_\_\_ **FACILITY:** \_\_\_\_\_

**DATES OF EVENT:** \_\_\_\_\_ **TIME OF EVENT:** \_\_\_\_\_

**FACILITY NEEDED: (EXAMPLE: 5:00PM TO 10:00PM):** \_\_\_\_\_

**Applicant Name and Organization:** \_\_\_\_\_

**Purpose of Use:** \_\_\_\_\_

**Needed:**

**Custodian (Required):** \_\_\_\_\_ **Cook (Required if kitchen is to be used):** \_\_\_\_\_

**Other (sound person, equipment, etc.):** \_\_\_\_\_

**Contact Name of Responsible Party:** \_\_\_\_\_

**Address of Responsible Party:** \_\_\_\_\_

\_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Phone Number of Responsible Party:** \_\_\_\_\_

**Signature of Responsible Party** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

Fees are based on actual use and will be billed to the renter by the United Local Board of Education and payment for services must be made out to and mailed directly to:

**United Local School District, 8143 State Route 9, Hanoverton, OH 44423.**

The user shall agree to indemnify and hold harmless the Board of any injury or property damage that might occur as the result of use of school facilities. The users may be required to secure liability insurance naming the board as an "also insured". The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify no item of equipment may be used except by a qualified operator. We further agree that the use of any form of alcoholic beverages is prohibited. We further agree to rigidly enforce a no smoking rule. We further agree that the custodian cannot permit the use of the building except upon presentation of this official permit, granted by the Board of Education and signed by the Superintendent of schools. We further agree to enforce the rules under which this permit is granted and realize that our failure to do so will cause immediate cancellation of this permit without refund of fee already paid.

I have read the policies and regulations and fee schedules for the use of the above facility and agree to indemnify and hold harmless United Local Board of Education and their agents and employees from all liability, claims, demands, damages, or costs, for, or arising out of our group activities, whether it be caused by the negligence of indemnitor or United Local Board of Education, or either party's agents or employees, or otherwise.

**\*Indicates information must be provided or the building use form will not be processed.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Building Use Fees:**

The following fees shall be charges to organizations renting room(s)/facilities of the United School District.

1. Custodian and cafeteria charges will be determined annually. Persons making applications for use of school facilities may request information on these charges at the time of application.
2. When a kitchen facility is rented, a cafeteria worker must be present during the hours such facility is in use.
3. Other charges shall be determined by the superintendent or designee and listed on the Building use agreement.
4. Building use fees are based on the following schedule.

**RATES FOR RENTAL**

\$150.00 Per Season or \$25.00 Per Hour

- High School Gymnasium
- Junior High Gymnasium
- B.C. Gymnasium
- Soccer Field
- Stadium

\$150.00 Per Season or \$30.00 Per Hour

- Softball Field
- Baseball Field

**Outside Groups/Other Rentals** - Added Fee for Custodian/Cook as needed regardless of regular work hours.

- Varsity Gym - \$50.00 Per Hour
- Junior High Gym - \$40.00 Per Hour
- BC Gym - \$30.00 Per Hour
- Auditorium - \$40.00 Per Hour
- Classroom - \$25.00 Per Hour
- Library - \$25.00 Per Hour

<u>OFFICE USE ONLY</u>	
Facility Fee:	Hours _____ x Rate _____ = \$ _____
Utility Fee:	Hours _____ x Rate _____ = \$ _____
Custodial Fee:	Hours _____ x Rate _____ = \$ _____
Cook Fee:	Hours _____ x Rate _____ = \$ _____

_____ Fees Waived	_____ Superintendent Signature	Date: _____
Approval of Bldg. Principal _____		
Approval of Athletic Director _____ (if athletic facilities used)		
APPROVED: _____		
Superintendent Signature	_____	Date

cc: Applicant      Custodian      Principal      Website      Cook      A.D.      Accts/Payroll