

School Site:	Facility Requested:
Name of Organization/Applicant:	
Mailing Address:	Telephone:
Representative Name: (Print)	Title:

Date(s) of Use	Day(s) of Week	Time of Day	Person in Charge	Est. Attendance	Other Svs/Equipment
	M T W TH F SAT SUN				
	M T W TH F SAT SUN				
	M T W TH F SAT SUN				

DECLARATION OF APPLICANT

- Nature or type of use: _____
- Applicant has received or will receive for the activities herein listed contributions, cash collections, registration fees, admission fees, tuition, donations or other receipts estimated in the amount of \$ _____, or ___ None
- Receipts set forth in item 2 above will be used for: _____
- I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant for any damages sustained by the school building, furniture, equipment or grounds occurring through the occupancy or use of said building and/or grounds by the applicant, normal wear and tear excepted.
- I hereby certify that I have received and read the rules and regulations, conditions and terms as stated in Board Policy and that I and the applicant which I represent will abide by them and will conform to all applicable provisions of the Constitution and laws of California and to all other rules and regulations of the Board of Education and its authorized agencies which may be communicated to the applicant.
- It is agreed that in the event this permit is canceled by the applicant, no refund will be made and that changes in date or extension of time shall be made only as specified by the rules governing the use of school facilities.
- In executing this declaration I certify that I have been duly authorized by the herein set forth applicant to act in their behalf in making application for use of said facilities.
- Persons or organizations applying for the use of school facilities or grounds shall sign this agreement indicating that the organization upholds the state and federal constitutions and does not intend to use school premises to commit unlawful acts.
- Persons or organizations using the school facilities shall be billed for facility use and/or custodial costs, due and payable upon receipt. **Initial:** _____
- Soccer Only: Soccer goals must be properly maintained and secured during use and after use to prevent Injury. Initial:** _____

HOLD HARMLESS & INDEMNIFICATION AGREEMENT

APPLICANT HEREBY AGREES TO HOLD CALAVERAS UNIFIED SCHOOL DISTRICT, ITS TRUSTEES, THE INDIVIDUAL MEMBERS, AND ALL DISTRICT OFFICERS, AGENTS AND EMPLOYEES FREE AND HARMLESS FROM ANY LOSS, DAMAGES, LIABILITY, COST OR EXPENSE THAT MAY ARISE OUT OF OR BE CAUSED IN ANY WAY BY SUCH USE AND/OR OCCUPANCY OF SCHOOL FACILITIES. APPLICANT AGREES TO FURNISH SUCH LIABILITY OR OTHER INSURANCE FOR THE PROTECTION OF THE PUBLIC AS THE DISTRICT MAY REQUIRE.

By signing below, I/our organization agrees to terms & conditions listed above.

Signature of Representative: _____ Date: _____

CUSD SECTION**CUSD FACILITIES USE PERMIT**

Site Administrator Approval:	Date
Insurance Required is \$1,000,000 P.D.	Received Certificate of Insurance: <input type="checkbox"/> Yes <input type="checkbox"/> No
CHECK ONE: <input type="checkbox"/> Facility Use Fee Amount \$ _____ per hour OR <input type="checkbox"/> Seasonal Use Fee of \$200 (for single site) OR <input type="checkbox"/> Seasonal Use Fee of \$100 per site (for multiple sites) OR <input type="checkbox"/> Will pay for custodial cost	Date Insurance Expires: Office authorization for custodial services: Arranged by: _____ on _____ (date) Custodian Assigned: _____ Facility Scheduled by: _____ Distribution: Operations Principal Other
District Office Administrator: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date Sent to Applicant: _____	

**THIS COPY IS PROOF OF FACILITIES USE APPROVAL.
PLEASE HAVE THIS IN YOUR POSSESSION WHEN USING THE FACILITY.**

**CALAVERAS UNIFIED SCHOOL DISTRICT – FACILITIES PERMIT
FEE SCHEDULE**

E 1330 (b)

Fees Below are for Specific Events/Activities

***Daily/consistently schedule practices are subject only to \$200 Deposit**

REMINDER: State law prohibits the use of tobacco and alcohol on any school campus

JULY 2011

	CLASS I Direct Cost	CLASS II Fair Market Value	Billing is in Whole Hours Only
	Community Sponsored Youth Groups and Organizations, Non-profit Groups Not Affiliated with a religious Organization	Commercial Enterprise Religious Organizations Fundraising Activities that do not directly benefit Calaveras Unified School District	
Facility: Indoor	Class I Rate Per Hour	Class II Rate per Hour	Comments
Standard Classroom	\$5.00	\$35.00	Faculty/Staff Rooms
Weight Room	\$5.00	\$35.00	
Specialty Classroom: Music, Double Size Classroom, Lab, Ceramic Rooms, Science, etc.	\$15.00	\$35.00	Does not include use of equipment. Equipment use (if available) requires permission from teacher and additional fees.
Gyms CHS/TMS	\$35.00	\$50.00	
Multi-Purpose Room Elementary	\$30.00	\$45.00	
Library, All Sites	\$15.00	\$35.00	
Kitchen (no appliances)	\$5.00	\$15.00	
Kitchen (with appliances)	\$15.00	\$35.00	Additional Charge for Kitchen Worker
IMC/Board Room	\$15.00	\$35.00	
Wrestling Room	\$30.00	\$50.00	
Facility: Outdoor	Class I Rate Per Hour	Class II Rate Per Hour	Comments
Multi-use Field CHS/TMS	Full Day \$150.00	Full Day \$150.00	
Multi-Use Fields All other Campuses	Half Day \$25.00 Full Day \$50.00	Half Day \$25.00 Full Day \$25.00	No markings
CHS Swimming Pool	\$30.00	\$50.00	Provide Your Own Certified Lifeguards
Baseball/Softball Field	Half Day \$25.00 Full Day \$50.00	Half Day \$25.00 Full Day \$50.00	No markings
Tennis Courts	\$4.00	\$5.00	Without Lights
Tennis Courts	\$5.00	\$10.00	With Lights
Parking Lot (car washes/rummage sales or other events)	\$50.00	\$50.00	Use & Cleaning

All facilities use fees include utility costs, paper products, consumables, janitorial and/or staff member time, which is subject to a minimum of two-hour custodial time, per CSEA contract for call-backs. If you require opening and closing and your event is more than two hours, you will be charged two-hours to open and two hours to close (note: you may utilize the services of the custodian during those times). All the information and/or rates are subject to change with Board of Education approval. Additional costs may be incurred for field usage if there is garbage pick-up and removal.

If use is at multiple sites and is a seasonal use, the fee will be \$100 per site. If use is at one site and is seasonal use the fee is \$200.