



General Brown Central School District Application of the Use of School Facilities

Date _____

Name of Organization _____	Non-Profit Organization Yes <input type="checkbox"/> No <input type="checkbox"/>
Organization Contact _____	Tax Exempt Number _____
Organization Address _____	
Organization Contact Phone Number _____	

Application is hereby made for the use of _____ (room/facility/etc.) at the _____ (school building), on _____ (date) between the hours of _____ and _____. These facilities will be used by the organization listed above for the purpose of _____. This function will be open to the public. If there will be an admission charge, the proceeds will be used for _____. The admission to be charged will be _____.

Please refer to the attached Fee Schedule for the use of General Brown Central School District Facilities to complete the following:

Total Cost: \$ _____

The School District must be listed on the organization's policy as an additional insured party to insure that the District is indemnified from all claims for injury or damage arising from the use of the event/function. A copy of the policy must be on file with the District prior to your event. Please also note that an announcement must be made at the onset of the event/function of procedures to be followed in the event of an emergency, including designation of exits from the school building (if applicable).

School District Equipment requested to be used: _____

Equipment owned by the organization to be used on School Grounds:

On behalf of the _____ (organization), the terms and conditions list in this agreement will be followed

Printed Name _____

Signed _____

Title _____

Address _____

Contact # _____

Administrative Use

_____ Building Principal Approval: Yes ___ No ___ Date _____

JSHS Asst. Principal and/or

_____ Athletic Director Approval: Yes ___ No ___ Date _____

_____ District Office Approval: Yes ___ No ___ Date _____

If no, reason _____

Distribution by District Office: Organization, Building Principal, Operations, District Office (original), School Business Office, Board of Education for approval.

Fee Schedule for use of General Brown Central School District Facilities

<u>Facility</u>	<u>Hourly Fees</u>
Gymnasium (Elementary School)	Contractual
Gymnasium, Large (Jr./Sr. High School)	Contractual
Gymnasium, Small (Jr./Sr. High School)	Contractual
Weight Room Area	Contractual
Auditorium	Contractual
Cafeteria	Contractual
Kitchen	Contractual
Classroom	Contractual

Fisher Field

Fisher Field Fees (To Be Paid By Applicant)

	<u>Fee</u>
Single Event	\$200.00
Single Event with Lights	\$275.00
Single Event (Football)	\$300.00
Single Event (Football with Lights)	\$375.00
Practice (2 Hour Limit)	\$100.00 per hour
Practice (2 Hour Limit) with Lights	\$150.00 per hour

Field Related Fees (To be paid by Applicant)

Stadium Supervisor	\$25.00 per hour
Announcer (Football only)	\$25.00 per hour
Scoreboard Operator/Announcer	\$25.00 per hour

*Event sponsor may provide ticket sellers at their own expense.

The rates set forth above are for one event. Compensation for Fisher Field will be \$100 for each additional hour and any other additional field related fees.

Please note:

Schools/Organizations using Fisher Field must provide a minimum of one supervisor for spectator attendance and notify our district supervisor when you arrive on site.

FISHER FIELD FEE SCHEDULE

ORGANIZATION

FEE

- | | |
|--|---|
| 1. GBCSD Interscholastic Athletics and Band. | NO FEE |
| 2. GB community organizations (organizations whose activities serve 80% of school district students) | FIELD RELATED EXPENSES |
| 3. Non-resident interscholastic or special event. | FISHER FIELD FEE, PLUS APPLICABLE FIELD RELATED FEES |
| 4. Colleges and Universities. | FISHER FIELD FEE, PLUS APPLICABLE FIELD RELATED FEES |
| 5. Practices (non-profit organizations) | FISHER FIELD FEE, PLUS APPLICABLE FIELD RELATED FEES |
| 6. Frontier League Tournament Events. | FIELD RELATED FEES, NO FISHER FIELD FEES |

RULES AND REGULATIONS

- Stadium open during daylight hours only. Facility will be locked at 9:00 pm and opened at 7:00 am.
- NO** athletic contest or game activities in stadium without permission from Athletic Director’s Office.
- NO** alcoholic beverages, smoking, tobacco products or drugs.
- NO** bottle or glass containers.
- NO** skateboards, line skates, bicycles, motorcycles or pets.
- NO** metal or screw-on cleats on track.
- NO** track spikes longer than 3/16 inch.
- NO** flammable material in stadium.
- NO** use of equipment without permission.
- NO SUNFLOWER SEEDS OR GUM ON TRACK AND ARTIFICIAL SURFACE.**

Walkers and joggers, please use lanes 4-6.

I have read and understand the District’s policy on Use of the Athletic Stadium and will adhere to all instructions and guidelines. If any equipment is to be used, it shall be listed below and the organization will assume full responsibility in case of damage or loss. The sponsor and/or user agree to hold the General Brown Central School District harmless from any suit resulting from activities of the using organization. It is understood that I will notify the contact person of all responsibilities and obligations. It is further understood that additional fees and billings may be incurred.

Signed: _____

Title: _____

BOARD OF EDUCATION RULES FOR USE OF SCHOOL PROPERTY

1. That the undersigned will maintain order and discipline during such use, and will, upon request, pay for at least one attendant to control parking and to protect the buildings and grounds, or to provide custodial service, or cafeteria equipment supervision. This attendant shall be an employee of the school district and paid by the Board of Education but a charge will be made for such service as indicated on this application form.
2. Soft drinks, candy, ice cream or any items whatsoever other than programs will not be sold or brought into the building unless specifically listed under "Acceptance Conditions" on the reverse side of this request.
3. That there will be no sale of tickets or admissions beyond the normal seating capacity of the room assigned.
4. That the undersigned will reimburse the Board of Education for loss or damage to school property resulting from such use.
5. That the undersigned will indemnify the School District and the Board of Education thereof from any and all claims for injury or damage of whatever nature arising out of such use.
6. That the undersigned will provide for such Workman's Compensation insurance and any other insurance pertaining to the activities of the undersigned as may be required by law.
7. That no employee of the School District will be paid by the undersigned for any work in connection with such use and no tips, gratuities or gifts of any kind will be granted to such employee. All employee payments are to be made by the District.
8. That the permission now applied for, if granted, is revocable at any time by the Board of Education.
9. If you are approved to use General Brown Central School facilities **do not make changes** in the equipment, facility, grounds etc. unless you have specific permission to do so.
10. Our facilities are geared to student use and not necessarily to adult usage. If any unapproved changes or adjustments are made, your permission to use these facilities will be withdrawn.
11. Also, it is the responsibility of groups using General Brown facilities to pick up and police the area after use. Our custodial staff will maintain the facilities but each group needs to clean up and pick up after themselves.
12. Please note: alcoholic beverages are not allowed on school property.

USE OF SCHOOLHOUSE AND GROUNDS OUT OF SCHOOL HOURS:

Schoolhouses and the grounds connected therewith and all property belonging to the district shall be in the custody and under the control and supervision of the trustees or board of education of the district. The trustees or board of education may adopt reasonable regulations for the use of such schoolhouses, grounds or other property, when not in use for school purposes, for such other public purposes as are herein provided. Such regulations shall not conflict with the provisions of this chapter and shall conform to the purposes and intent of this section and shall be subject to review on appeal to the commissioner of education as provided by law. The trustees or board of education of each district may, subject to regulations adopted as above provided, permit the use of the schoolhouse and rooms therein, and the grounds and other property of the district, when not in use for school purposes, except as provided in subdivision seven hereof; for any of the following purposes.

1. For the purpose of instruction in any branch of education, learning or the arts.
2. For public library purposes.
3. For holding social, civic and recreational meetings and entertainments, and other uses pertaining to the welfare of the community; but such meetings entertainment and uses shall be nonexclusive and shall be open to the general public.
4. For meetings, entertainments and occasions where admission fees are charged, when the proceed thereof are to be expended for an educational or charitable purpose; but such use shall not be permitted if such meetings, entertainments and occasions are under the exclusive control, and the said proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination, or of a fraternal, secret, or exclusive society or organization other than organizations of veterans of the military, naval and marine service of the United States and organizations of volunteer firemen.
5. For polling places for holding primaries and elections and for the registration of voters and for holding political meetings. But no meetings sponsored by political organizations shall be permitted unless authorized by a vote of a district meeting, held as provided by law. It shall be the duty of the trustees or board of education to call a special meeting for such purpose upon the petition of at least ten per centum of the qualified electors of the district. Authority so granted shall continue until revoked in like manner and by the same body as granted.
6. For civic forums and community centers. Upon the petition of at least twenty-five citizens residing within the district or city, the trustees or board of education in each school district or city shall organize and conduct community centers for civic purposes and civic forums in the several school districts and cities, to promote and advance principles of Americanism among the residents of the state. The trustees or board of education in each school district or city, when organizing such community centers or civic forums, shall provide funds for the maintenance and support of such community centers and civic forums, and shall prescribe regulations for their conduct and supervision, provided that nothing herein contained shall prohibit the trustees of such school district or the board of education to prescribe and adopt rules and regulations to make such community centers or civic forums self-supporting as far as practicable. Such community centers and civic forums shall be at all times under the control of the trustees or board of education in each school district or city, and shall be nonexclusive and open to the general public.