CONTRACT FOR USE OF ONTARIO SCHOOLS FACILITIES

User: ___________________________ Address: ___________________________
User is defined as the organization, group, etc. that is making the request for the use of school facilities.

Representative: ___________________________ Address: ___________________________

Phone: ___________________________ Email (Required):
Representative assumes personal responsibility for payment of all charges in the event that the sponsoring organization fails to make payment. Representative is also responsible for supervision of event, and must arrive when building is opened, and remain until building is closed. Representative must be an adult.

Building Requested: ___________________________ Date Requested: ___________________________ Time Requested: ___________________________

Purpose of Request: ___________________________
Facility will be made available 30 minutes prior to the activity and 30 minutes after its scheduled end.

Facilities Requested - Please Circle
Auditorium                      Classroom                      Commons                      Baseball Field
Football Field                 Gymnasium                      Kitchen                      Library
Multi-Purpose Room             Pool                           Soccer Field                 Softball Field
Other ___________________________

List all equipment needed for the request: ___________________________

Estimated Attendance: ___________________________

If kitchen requested, will meals be served? ______ Yes, food service personnel must be present.
Will admission be charged for the event? ______ If yes, probable charge for use of facilities.

In consideration of being allowed to use the facilities of the Ontario Local School District, the above named organization or group agrees to indemnify and hold harmless the Board of Education of the Ontario Local School District, its agents and employees for all liability for personal injury, death or property damage that may arise out of such use. (IMPORTANT. My signature reflects that I (my group) have possession of liability insurance in the amount of one or more million(s) of dollars or that all participants in my group have waived liability as listed in this paragraph.)

For use of the pool and pool facilities, a waiver of rights form must be signed for each adult and parent or legal guardian of each child. It is the responsibility of the person in charge of the event to secure a Waiver of Rights Form 7510F2 for each swimmer and have them available at the event.

Signature of Person Responsible/Date

FOR OFFICE USE ONLY

Required times for custodians (if applicable): ___________________________
Number of custodians: ___________________________

Required times for food personnel (if applicable): ___________________________
Number of food personnel: ___________________________

*Estimated Fees to be paid to Ontario Local Schools:

Facility Usage Fee ___________________________ *hourly (if applicable)
Custodial Fee ___________________________ *hourly (if applicable)
Food Service Personnel Fee ___________________________ *Per Negotiated Agreement

ESTIMATED TOTAL FEES
The rental fee is based on the agreed upon times. The user will be responsible for any extended time, pro-rated accordingly.

Signature of Athletic Director/Approval Date

Signature of Building Principal/Approval Date

Signature of Superintendent/Approval Date

SUBMIT FORM TO: OHS Secretary Deb Eddleblute (eddleblute.deb@olsohio.org)