

PLEASE PRINT

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? _____ If 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 damages 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 | _____ | |
| Custodial Fee | _____ | *hourly (if applicable) |
| Food Service Personnel Fee | _____ | *hourly (if applicable) |
| | | *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 (eddeblute.deb@olsohio.org)