

APPLICATION FOR USE OF FACILITIES

Please note, all requests **MUST** be delivered to District Office, 7000 N. Center Street, Winton, CA, not less than 3 weeks (15 working days) prior to date of use requested.

FACILITY REQUESTED _____ DATE RECEIVED _____

APPLICANT'S NAME _____ ADDRESS _____

PHONE NUMBER _____

DATES & DA REQUESTED _____

TIME(S) FROM _____ AM/PM TO _____ AM/PM

ESTIMATED ATTENDANCE: Adults _____ Minors _____ Total _____

PURPOSE/FUNCTION: _____

UNIFORMED SECURITY (** may be required) Yes No

EQUIPMENT REQUESTS:

Tables _____ Chairs _____ Stage _____ Other _____

Winton School District
7000 N. Center Street
Winton, CA 95388-0008
Phone (209) 357-6175
Fax (209) 357-1994

SPECIAL NOTE: School Custodians shall remain on premises during use of facilities. See rental disclosure for fees and charges. **When uniformed security is required, additional charges will apply.

SPECIAL CONDITIONS – APPLICANT TO PROVIDE

- Certificate of Liability Insurance in the amount not less than \$500,000.00 on file in the District Office prior to use of facility
- Prepaid Security/Cleaning deposit in the amount of \$300.00
- Prepaid facilities use fee (See rental disclosure for fees) * PRICES SUBJECT TO CHANGE*

OTHER RESPONSIBILITIES OF APPLICANT (Please initial each line)

- _____ Permits for use will be issued only if the applicant is willing to be governed by district policies and procedures to safeguard and care for all property of the district, and to assume the responsibility for payment of any damage or loss of such property.
- _____ Any materials used as decoration, costumes, stage sets, or for any other purpose in any District Facility shall be flame retardant treated. No signs or decorations are to be taped, nailed or otherwise attached to walls, windows, ceilings, or drapes.
- _____ Non-marking rubber soles or tennis shoes will be worn by participants in games involving the use of the Multi-Purpose Facilities.
- _____ Winton School District is a Drug and Tobacco Free Workplace. Smoking and/or alcoholic beverages are not permitted on School District Property or within ¼ mile.

Please make check payable to Winton School District. Returned check will result in cancellation of event and/or additional charges. Fees for custodian services personnel will be billed after event. If other expenses occur, charges will be made accordingly. **Security/Cleaning deposit will be returned in four (4) to six (6) weeks following event.**

Prepaid Fees Received _____
Date _____

The undersigned, _____, is duly authorized by _____, to act on its behalf in requesting the use of school facilities, including, but not limited to, executing any agreement or undertaking required by law and district policy and regulations governing the use of the facilities. The organization shall comply with all restrictions placed on the use of the school facilities by law or district policy or regulations. The organization recognizes that, in accordance with Education Code 38134, it is liable for any damage to the school facilities or for any injury to any person due to the organization's negligence in using the school facilities.

The undersigned, as duly authorized representative for _____, states that, to the best of his/her knowledge, the school property for use of which application is hereby made will not be used for the commission of any crime or any act which is prohibited by law. The undersigned further declares that, _____ the organization on whose behalf he/she is applying for the use of school property upholds and defends the Constitutions of the United States and the State of California.

Signed _____ Date _____

Organization if applicable: _____

Approved Denied Reason if denied _____

Authorized Signature _____ Date _____