

NAZARETH AREA SCHOOL DISTRICT – APPLICATION FOR USE OF FACILITIES

(File at Least 4 Weeks Prior to Event – No Exceptions)

(Please Type or Print)

Organization Name: _____ Date: _____

Organization Address: _____ Phone: _____

Name of Building: _____

_____ Auditorium	_____ Gymnasium	_____ Classroom (specify) _____
_____ Dining/Cafeteria	_____ Library	_____ Outdoor Area (specify) _____
_____ Kitchen/Serving	_____ Multi-Purpose Room	_____ Parking Lot _____
_____ Kitchen/Preparing	_____ Andrew Leh Stadium	_____ Other (specify) _____
_____ Natatorium	_____ Stadium Lighting	_____

Additional Equipment/Special Needs Requested: _____

State Specific Purpose of Use: _____

Date or Dates Requested: _____

Time(s) Requested: Beginning _____ Ending _____

Number Expected to Attend: Participants _____ Spectators: _____

Will an Admission be Charged? _____ Amount: _____

****Class B, C, & D Organizations are responsible for Police, Ambulance, and or Ushers if required as per Board Policy****

_____ Police Required _____ Ambulance _____ Ushers

List name, address, and phone number of two responsible officials, one being the President of the organization and the other being an official who ***will be present*** during the use of the Facility being requested and who will accept full responsibility for adherence to School District regulations.

Name: Organization President: _____

Address: _____

Home Phone: _____ Cell/Office Phone: _____

Name: On-Site Organization Coordinator: _____

Address: _____

Home Phone: _____ Cell/Office Phone: _____

A Certificate of Insurance is required naming the Nazareth Area School District as additionally insured under the General Liability policy with minimum limits of Bodily Injury and Property Damage Liability of \$1,000,000 per occurrence with a \$2,000,000 policy aggregate. When applicable, as determined by the Administration, the certificate must include sports medical coverage for the participants with a limit of no less than \$25,000 and workers compensation coverage if the organization has any paid employees.

The above listed individual(s) certify having read and understand the regulations of the Nazareth Area School District concerning the use of School Facilities and further agree to forever release the NASD, their directors, agents, and employees from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above mentioned date(s) for which this application is submitted. That upon prompt notice, the above listed individual(s) will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants, or employees, and further, the above listed individual(s) would hold harmless and indemnify the said School Director, School District, and School Authority from expenses and judgments or decrees recovered against them as a result of the said use of these facilities.

Signature of President: _____ Date: _____

Signature of On-Site Coordinator: _____ Date: _____

OFFICIAL USE ONLY

Approvals:

Building Principal: _____ Date: _____

Food Service Director: _____ Date: _____

Athletic Director: _____ Date: _____

Director of Facilities: _____ Date: _____

NASD Board Approval Date: _____

APPLICABLE FEES: TO BE COMPLETED BY THE DISTRICT

Activity Classification:

Rental Amount: _____

Custodial Amount: _____

Maintenance Amount: _____

Security Fees: _____

Additional Fees: _____

Total Fees: _____



STAMP WHEN RECEIVED