

INCOMPLETE APPLICATIONS WILL BE RETURNED

CHRISTINA SCHOOL DISTRICT
Eden Support Services Center
Facilities Operations & Maintenance Department
925 Bear Corbitt Road
Bear, DE 19701

APPLICATION FOR USE OF SCHOOL FACILITY

PLEASE NOTE
24-Hour notice of
cancellation is
required to avoid
charge for building
requested

PLEASE NOTE
For Cancellation
please call:
(302) 454-2400 then
press 8

This form is to be completed and returned to the principal of the school facility you are requesting ONE MONTH BEFORE the date desired. Before completing the form, please read a copy of the "Use of District Facilities". After processing, one copy of the application indicating the status of the request will be returned to the applicant.

Please Print and Press Firmly

Organization _____ Phone _____ Date _____

Building Requested _____ Area Desired _____

Date Requested _____ Time Requested _____ Day of the Week _____

Specific use of Facility _____

Internal Revenue Service Exemption Number _____ Anticipated Attendance _____

Will Admission Be Charged? (Y/N) _____ Will There Be Monetary Gain?(Y/N) _____

AGREEMENT

"In consideration for permitting _____ ("the Organization") to use the buildings, grounds and/or facilities (the "Premises") of the District on _____, the undersigned duly authorized officer or representative of the Organization agrees, for and on behalf of the Organization, that Organization shall be responsible for all damage or loss to the Premises, the school building and any other property of the District when such loss or damage results from the acts or omissions of Organization, its agents, employees, contractors, licensees, invitees or guests, or participants in its programs. Organization releases and shall indemnify and hold the District harmless from any claim or liability, including costs and attorneys' fees in defense thereof, for or premised upon (a) work done to the Premises at Organization's request, (b) failure of Organization to comply with and perform its obligations under this Agreement, and (c) property damage or personal injury (i) occurring on or about the Premises during use by Organization, or in connection with or as a result of Organization's use and activities, (ii) resulting from the acts or omissions of Organization, its agents, employees, contractors, licensees, invitees or guests, or participants in its programs, or (iii) to Organization, its agents, employees, contractors, licensees, invitees or guests, or participants in its programs. The obligation to release and indemnify includes the duty to release and indemnify the District and its agents for the negligence of the District and/or its agents. Organization shall procure and maintain comprehensive public liability insurance and workman's compensation insurance in amounts and with carriers reasonably acceptable to District, and naming District as an insured. Organization acknowledges and agrees that the time and location of the Premises are subject to reasonable change in the discretion of the District. Organization acknowledges and agrees that other priority usage or unavailability of the Premises or a reasonable substitute may lead to the Premises not being made available to the Organization, and that this agreement will thus terminate without recourse.

_____ Contact for Organization _____ Contact Email Address _____ Fax _____

_____ Street _____ City _____ State _____ Zip _____

ACKNOWLEDGED AND AGREED:
[organization name in all caps]

By: _____
Its: _____ and authorized agent

_____ **Print Name of Contact Person Attending Function***

_____ **Signature of Contact Person Attending Function if different from authorized agent**

*Contact person must attend function

