

SOUTH REDFORD SCHOOL DISTRICT

Date of Application: _____

26141 Schoolcraft Road
Redford, Michigan 48239
313-535-4000

School Year: _____

FACILITY APPLICATION

Name of Organization: _____

Name of Responsible Representative: _____

Mailing Address of Representative: _____

E-Mail Address: _____

Telephone: Home: _____ Office: _____

Cell: _____ Fax: _____

Purpose of Application: _____

Facility Location: _____

Start Date: _____ End Date: _____ Day of Week: _____

Facility Requested: # 1. _____ Time In: _____ Time Out: _____

Facility Requested: # 2. _____ Time In: _____ Time Out: _____

Facility Requested: # 3. _____ Time In: _____ Time Out: _____

EQUIPMENT NEEDS (add additional sheet if necessary)

Item _____ How many: _____ Item _____ How many: _____ Item _____ How many: _____

Item _____ How many: _____ Item _____ How many: _____ Item _____ How many: _____

PLEASE ATTACH A SET UP DRAWING

Fees to be charged:

Facility _____ Fee per hour: _____ Total: _____

Facility _____ Fee per hour: _____ Total: _____

Facility _____ Fee per hour: _____ Total: _____

Additional Fees: _____ Fee per hour: _____ Total: _____

Supervisory/Custodial Fee _____ Fee per hour: _____ Total: _____

GRAND TOTAL TO BE PAID: _____ PAY BY DATE: _____

Make checks payable to South Redford School District

Your request has been granted.

Your request has not been granted.

Approved by Building Principal/Facility Manager

Signed: Business Manager

SCHOOL FUNCTIONS HAVE PRIORITY

1. School facilities shall be used by permit only. An Indemnification Agreement must be dated and signed, and a Certificate of Insurance must be provided with this application.
2. Applications must be submitted in writing at least 2 weeks prior to the date requested for the event.
3. Resident organizations of the School District will have priority over out of district organizations.
4. Organizations granted permits will underwrite any damages that occur during their use of the premises.
5. All school buildings will be closed during vacation periods and usage may be limited.
6. The use of intoxicants and/or smoking in or on surrounding school property is in violation of the Redford Township ordinances and state law and will not be tolerated. It is the responsibility of the applicant to see that this is adhered to. Violation of this may result in termination of this application and all future applications.
7. All use of school district buildings and facilities will be open to inspection by representatives of the School District.
8. The Board of Education assumes no responsibility, financial or otherwise, for accidents or injuries sustained by individuals using school facilities.
9. FIRE PREVENTION:
 - A. The use of open flames such as candles is forbidden.
 - B. All flammable materials must be kept away from flood lights.
 - C. All decorations must be flame proof and meet state fire commissioner's standard. Flimsy decorations such as straw leaves, straw and excelsior are never permitted.
 - D. Exits, corridors, aisles and stairways must be free of obstructions at all times.
 - E. Food preparation and consumption in or around school facilities must have prior permission from facility managers.
10. Facility Usage Cost— per schedule adopted by the Board of Education on October 20, 2009.
11. The Board of Education reserves the right to request payment in advance. All fees are payable to South Redford School District.
12. Permission to serve light refreshments under controlled conditions at regular meetings will be granted by request in writing. High School gymnasiums are exempted.
13. An adult and/or adults supervising activities must be present at all times.
14. Facilities must be vacated by the time stated on application. Additional charges will be applied to any organization that does not adhere to this.

INDEMNIFICATION AGREEMENT

THIS AGREEMENT is entered into beginning this _____ day of _____, 20____, and ending on this _____ day of _____, 20____, by and between SOUTH REDFORD SCHOOL DISTRICT (the "School District") and _____ ("Lessee").

WITNESSETH

WHEREAS, Lessee desires to make use of those certain facilities of the School District described on that certain Building Application to which this Agreement is attached for the purposes and for the periods described on said Building Application; and

WHEREAS, Lessee and the School District desire to fix between themselves the responsibility for such liability as may arise from or in connection with Lessee's use of said facilities;

NOW, THEREFORE, in consideration of the foregoing and in consideration of the School District making said facilities available to Lessee by approving said Building Application, the parties hereto agree as follows:

1. Lessee hereby agrees to indemnify and hold the School District harmless from and against any and all claims, losses, demands, liabilities, judgments, suits, damages, costs, and expenses, including attorneys' fees, of any nature whatsoever, including statutory liability and liability under worker's compensation laws, arising from or alleged to arise from personal injury, including death, and property damage to any property of Lessee, the School District, or other persons or entities, sustained or alleged to have been sustained as a result of the presence on property of the School District of, or the action or failure to act in connection with the use of facilities or property of the School District by, Lessee, its agents, employees, customers, invitees, contractors or subcontractors, without regard to the negligence or fault of the Lessee.

2. Lessee agrees, at its own cost and expense, to defend against any and all claims or actions brought against the School District which are covered by this Agreement. If Lessee, in the opinion of the School District, shall fail to promptly and diligently defend any such claim or action, Lessee agrees that the School District may

employ attorneys of its own selection at Lessee's sole cost and expense to defend any such claim or action. In either instance, the School District shall have the sole authority for direction of the defense and shall be the sole judge of the acceptability of any compromise or settlement of such claim or action.

3. Lessee agrees to furnish contemporaneously with the execution of this Agreement a Certificate of Insurance satisfactory in form and substance to the School District and hereby warrants and represents to the School District that all disclosures and statements contained in said Certificate of Insurance are current, accurate, and complete as of the date hereof or the date of each use of School District facilities by the Lessee.

4. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

IN WITNESS WHEREOF, duly authorized agents of the parties hereto have executed this Agreement as of the beginning and ending day and year above written.

By _____
Its _____
"Lessee"

SOUTH REDFORD SCHOOL DISTRICT

By _____
Its Scheduling Secretary

ADDENDUM

Provision No. 5

School District shall be responsible for its sole acts of negligence and Lessee shall not be responsible for any physical defects of buildings or their equipment, or shall Lessee be responsible for the condition of parking lots, sidewalks, or the lighting inside or outside of buildings. School District and Lessee waive subrogation against each other in the event of fire damages where each carries its own fire insurance coverage.