

**CONTRACT AND PUBLIC LIABILITY WAIVER
FOR THE USE OF SCHOOL-OWNED PROPERTY****USE OF SCHOOL CAFETERIAS FOR SCHOOL-SPONSORED ORGANIZATIONS**

All requests for the use of the cafetorium by school-sponsored organizations must be approved by the child nutrition director and the appropriate building principal.

USE OF SCHOOL CAFETERIAS FOR NON-SCHOOL-SPONSORED ORGANIZATIONS

1. Use of cafeterias by non-school-sponsored individuals or organizations must not interfere with the regular school program. It is not the intent of the board of education to make this facility available for any individual or organization's personal financial gain, but as a support of school programs.
2. As a means of maintaining the cafeteria facilities in a state of good repair and cleanliness, all non-school-sponsored individuals and/or organizations will be required to pay a fee. This fee includes reimbursement for utilities and custodial and special services. Additional fees will be charged for a cafeteria employee to be present.
3. Requests for the use of the cafeteria must be made to the Superintendent of Schools or his designee at the Administration Building, 211 North Tyler, or requests by mail should be addressed to 211 North Tyler, Blanchard, Oklahoma 73010. Requests for the use of the cafeteria should be submitted at least 30 days prior to the desired date.
4. Any individual or organization renting the cafeteria will be required to sign a contract form which contains a statement that the individual or organization will adequately protect the facility and accept responsibility for damages to the property or persons which occur as a result of the use of the facility and release the Blanchard Board of Education and the school district from any liability resulting thereby.
5. Any performance or program which might damage the kitchen equipment, state equipment, curtains, stage floor, or any part of the building will be prohibited. Alterations or additions to the electrical service or any changes in the stage curtains as they are presently installed are strictly forbidden.
6. Only authorized school personnel may operate kitchen equipment, stage equipment, lights, sounds systems, and other technical equipment. Their pay is included in the rental fee for the cafetorium.
7. The minimum fee for the use of the cafeteria is as follows:

Auditorium	\$75.00 per day
Cafeteria facilities	\$75.00 per day
Auditorium and cafeteria facilities	\$100.00 per day
Additional fee based on hourly rate for a cafeteria employee is required.	

CONTRACT AND PUBLIC LIABILITY WAIVER FOR THE USE OF SCHOOL-OWNED PROPERTY (Cont.)**FEES FOR THE USE OF OTHER SCHOOL-OWNED PROPERTY****LITTLE LEAGUE GAMES AND PRACTICE**

Fiscal year being July 1 through June 30, \$750 for the use of the Mac Starry Gym, elementary school gym, wrestling room (administration building), middle school gym, and the football field. This does not include the baseball field, softball field, or the high school gym. There are to be no keys duplicated or lent to anyone.

AAU OR ORGANIZED GROUPS WITH A SANCTIONED LETTER FOR THAT ASSOCIATION OR ORGANIZATION

The validity of the letter is at the discretion of the Activity Director. A fee of \$50 per month will be charged for the use of the gym as a practice facility. No games shall be hosted at the gym. This fee allows usage at the Mac Starry Gym, the middle school gym, and the elementary school gym. The high school gym is not included. The Coach of the team must be from Blanchard as well as the majority of the participants.

SCHOOL COACHES OR SCHOOL SPONSORS

School coaches or sponsors holding a camp or giving instruction and charging students or players on school grounds will be charged \$50 per month. This is at the discretion of the Activity Director. If the event is open to students from other districts then a fee of \$25 per week will be assessed.

INDIVIDUAL REQUEST TO USE A FACILITY

Mac Starry Gym	\$100 per day
Elementary School Gym	\$100 per day
Football Field	\$100 per day
Wrestling Room	\$100 per day
Baseball Field	\$100 per day
Softball Field	\$100 per day
Middle School Gym	\$100 per day

The individual must sign the School's waiver form and get a list of the rules from the Activity Director. All requests are at the discretion of the Activity Director.

**CONTRACT AND PUBLIC LIABILITY WAIVER
FOR THE USE OF
SCHOOL-OWNED PROPERTY**

The Board of Education of Independent School District No. 29, McClain County, Blanchard, Oklahoma hereby grants permission to (the) _____
to use the following facilities owned by the school district: _____
for the purpose of _____
on the following dates: _____
between the hours of _____ and _____
for a fee of \$ _____ to cover the cost of utilities and cleanup and school personnel to operate special equipment.

The _____ agrees to adequately police and protect the above described facilities and accept the responsibility for damage to property or persons which occur as a result of the use of the said school-owned facilities and release the Board of Education and Independent School District No. 29 from any liability resulting thereby. The attached rules and regulations regarding the use of these facilities become a part of this contract.

Date: _____ By: _____

Title
BLANCHARD BOARD OF EDUCATION

Date: _____ By: _____
Superintendent of Schools or
Activity Director

(Please sign and return one copy of the contract form to Blanchard Public Schools, 211 North Tyler, Blanchard, OK 73010. Check in payment should be made payable to Blanchard Public Schools and mailed to the above address. Payment is due upon the approval by the superintendent of schools of the request for the use of school-owned property.)