

Millwood Public Schools 6724 Martin L. King Oklahoma City, OK 73111	Policy: E-07-R4 Effective: 2-1-99
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Request/Agreement for Use of School Property

Request for use of _____
(School Property)

Date of use _____

Starting time _____ Ending time _____

Request made by _____
(Sponsoring Group or Organization)

Purpose of use _____

Admissions charge: Yes _____ No _____

The following stipulations apply to non-school-related individuals, groups, and organizations. The undersigned user of school property hereby agrees that he or she has authority to bind the sponsoring group or organization or individual user to:

1. Observe the rules and regulations for the use of school property as established in Board Policy E-07, Use of School Property.
2. Assume full responsibility for loss or damage to school district property resulting from such use. (Attach insurance policy)
3. Assume full responsibility for personal injury sustained by any person as a result of such use and waive all school district liability for such injury, and agree to hold the district harmless from any and all claims of whatever nature which may be brought against the district arising from the user's use of the school premises.
4. Pay the usual and customary fee for such use. (Attachment)
5. Signing this statement also assures the school district that the sponsoring group or organization has liability insurance to protect the school district from any liability claimed against the district from users' use of premises, user shall conform to the board policies on school facilities usage and user will be directly responsible for conduct and behavior of participants. 1 of 2

The user should be aware that aforementioned activity is not sponsored by the Millwood Public School District and the district accepts no responsibility for the conference activity.

Name of insurance carrier/agent

Signature

Request approved

Rental fee

Utility/Maintenance fee