

**CARMEL UNIFIED SCHOOL DISTRICT
APPLICATION AND PERMIT FOR USE OF DISTRICT FACILITIES**

Application for use of _____
(Specific Name of Facility, Location, Room, etc.)

Use Date(s) _____ Preparation Time _____

Applicant _____ Actual Program Time _____ to _____

Type of Event _____ Clean-Up Time _____ to _____

Address _____ City _____ Zip _____ Phone _____

Estimated Attendance _____ Open to public? Yes ___ No ___

Will admission be charged or donation accepted? Yes ___ No ___ If yes, Price of Admission \$ _____

If yes, what will proceeds be used for? _____

Comments/Special Requirements _____

I, the undersigned, certify that:

- The applicant understands that the use of facilities must be in accordance with the rules and regulations of the Carmel Unified School District including the possibility of cancellation should the facilities be needed for the educational program. The above-named Organization and its members shall be held responsible for any and all loss, accident, neglect, injury or damage to person, life or property which may be the result of, or may be caused by, the Organization's occupancy of the facilities or premises, and for which the District might be held liable. The Organization shall protect and indemnify the District, the Board and/or any officer, agent, or employee of the District and save them harmless in every way from all suits or actions at law for damage or injury to persons, life or property that may arise or be occasioned in any way because of the occupancy of the facilities or premises, regardless of responsibility or negligence. The applicant agrees to furnish such liability or other insurance for the protection of the public and the District as the District may require.
- I will be personally responsible on behalf of the applicant for any damages sustained by the buildings, furniture, or equipment, occurring through occupancy or use of said building by the applicant. Any lost equipment or damages sustained to the above shall be compensated within seven (7) days.
- The above-mentioned hours will be strictly observed, and should it be necessary to extend the time beyond that specified in this application, special permission must be obtained from the Principal or his/her designee before the event convenes, and in such instances additional charges may be made.
- To the best of my knowledge, the school property for use of which application is hereby made will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the Government of the United States by force, violence or other unlawful means: That the Organization on whose behalf I am making application for use of school property, does not, to the best of my knowledge, advocate the overthrow of the Government of the United States or of the State of California, by force, violence, or other unlawful means, and that, to the best of my knowledge, it is not a communist-action organization or communist-front organization required by law to be registered with the Attorney General of the United States. This statement is made under the penalties of perjury.

Signature of person requesting permit _____ Print Name _____

Title _____ Telephone: Home _____

Address _____ Business _____

FOR DISTRICT USE ONLY

Group: **I II III IV** Insurance Certificate Required: Yes ___ No ___ If yes, date expires: _____

<u>ESTIMATED COST</u> (Attach worksheet)		<u>ACTUAL COST</u> (Attach worksheet)		<u>APPROVALS</u>
Meeting Space	\$ _____	Meeting Space	\$ _____	_____
Equipment	\$ _____	Equipment	\$ _____	School Administrator
Personnel: Regular	\$ _____	Personnel: Regular	\$ _____	_____
Special	\$ _____	Special	\$ _____	Date
Processing Fee	\$ _____	Processing Fee	\$ _____	_____
Total District Charges	\$ _____	Total District Charges	\$ _____	Business Services

				Date

Checks to be made payable to the order of: Carmel Unified School District.

Distribution: White - District Green - Business (After Use) Canary - School Custodian Pink - School Administrator Goldenrod – Applicant