

**JOHNSON CITY INDEPENDENT SCHOOL DISTRICT
FACILITIES USE AGREEMENT**

Johnson City Independent School District agrees to allow _____ to use the _____ at the _____ located at _____ on _____ between the hours _____ and _____ subject to the following conditions:

1. That the group pays _____ rental fee and _____ (deposit). The deposit is refundable if premises are left in a condition satisfactory to the Superintendent or designee. Fees as determined by the JCISD Fee Schedule and any deposit required must be made to the JCISD central office at the time the agreement is signed.
2. That the Lessee will also pay a charge of _____ per hour for school personnel needed in connection with its use of the facility and as specified on the JCISD Schedule of Fees. When the cafeteria is used for food preparation and/or service, a food service worker will be present at all times for a fee of _____ per hour. The food service worker is to help with the opening/closing of facilities and operation of kitchen or other equipment as needed. They are not responsible for cooking or clean-up.
3. That the Lessee will use the facility only for the purposes consistent with law, District policy, and as follows (event description):
4. That all use of the facility be carried out in the presence of a responsible adult.
5. That, upon completion of this use, the Lessee will be responsible for restoring the facility to the condition observable prior to this use, and will be liable for costs associated with any clean-up of facilities to school-ready condition at the rate of _____ per hour per school employee utilized to complete the task.
6. That the District may cancel a scheduled non-school use if an unexpected conflict arises with a District activity.
7. That the District may revoke its permission to use the facility at any time it is determined that a group's use damages or threatens to damage school property or violates Board policy and/or administrative regulations.
8. That the Lessee will not allow the possession or use of alcohol, firearms, or illegal drugs, or the use of tobacco products on District property.
9. That the Lessee accepts full responsibility for protecting school property and equipment and assumes any and all liability for repairs or replacement for any damage done to buildings, equipment, or other school property used by the Lessee.
10. That the Lessee also assumes full responsibility for the conduct of any and all persons using the facility during the rental.

11. That the Lessee agrees to assume all liability and hold harmless and indemnify the District, its Trustees, employees, and agents from any and all liability arising out of the Lessee's use of District facilities.

12. That the Lessee will furnish, if requested, evidence of liability insurance coverage for the event and shall name the District as an additional insured on the policy as specified by the District.

Executed on this _____.

Lessee Information

Name: _____ Date _____

Name/Position: _____ Date _____

Phone: _____

Email: _____

Organization: _____ Date of use: _____

JCISD Authorized Official

Name: Lynn Webb

Position: Superintendent Secretary

Date: _____

Organization/Event Name: _____

Date of intended use: _____

Facility Open time: _____

Facility Close time: _____

Event Start Time: _____

Event End Time: _____

Room/Facility requested: _____

Please describe the requested set-up of tables/chairs below:

Other comments:

Name of event contact:

Phone:

Email:

Facility Rental Fee:	\$___/per hour (x__ hrs)	\$
Custodian Fee:	\$___/per hour (x__ hrs)	\$
Set up (tables and chairs) Fee:		\$
Total Rental Fee Due:		\$
Total Deposit Fee Due:		\$

-----**For office use only**-----

Staff Assigned:

Administrative:

Custodial:

Cafeteria: N/A

Other:

Johnson City Independent School District

Hold Harmless and Indemnification Agreement

_____ agrees to hold harmless and indemnify the Johnson City Independent School District, its Board Members, officials, employees and volunteers from any suits or expense arising out of the use of the District property.

It is further stipulated and agreed that the laws of the State of Texas shall control in the construction of this instrument.

Signature: _____

Date: _____