

FACILITY/GROUNDS USE AGREEMENT

Asotin-Anatone School District #420
Asotin, Washington

Date: _____

Facility or Equipment Requested: _____

Organization or individual: _____

Purpose: _____

Date needed: _____ Hours: From _____ to _____

Estimated Attendance (if public program): _____ Admission Charge: \$ _____

Name of Person Responsible: _____

Equipment Needed: _____

Charge To: _____

Address: _____

Final Charge: \$ _____ **DO NOT PAY UNTIL INVOICED BY DISTRICT OFFICE.**

Consumables used will be added to the final invoice. They are not included in your estimate

Fees not official until use addendum completed by business office: _____

IT IS HEREBY AGREED THAT:

This lease and indemnification agreement, (hereinafter "Agreement") is entered into by and between the Asotin-Anatone School District No 420, (hereinafter "Lessor") and the above mentioned party, (hereinafter Lessee) regarding the facility/equipment described above. The phrase "Facility" as used hereinafter shall include the building space above described unless otherwise provided.

Return of the Property. At the time of termination of this Agreement, Lessee shall return the facility or equipment in as good a condition as the time Lessee took possession hereunder, reasonable wear and tear due to reasonable use and occupancy in conformance with the provisions of this Agreement expected.

Agreement to Indemnify. Lessee shall indemnify the Lessor from and against any and all claims, demands, cause of action, suits or judgments.

Insurance. Lessee shall procure and maintain in force, at the discretion of Lessor without cost or expense to Lessor, on or before the commencement date of this Agreement and throughout the Agreement term or as long as Lessee remains in possession of the Facility, a broad form comprehensive general liability policy of insurance covering bodily injury and property damage, with respect to the use and occupancy of the Facility with liability limits of not less than \$1,000,000, per occurrence. Lessor shall be named as additional insured on all such policies, which policies shall in addition provide that they may not be canceled or modified for any reason without fifteen (15) days prior written notice to Lessor. Lessee shall provide Lessor with a certificate or certificates of such insurance within ten (10) days of the execution of this Agreement

Notice. Any notice, declaration, demand or communication to be given by a party to this Agreement to the other shall be in written or verbal form addressed as follows:

LESSOR: Asotin-Anatone School District

LESSEE: _____

PO Box 489

Asotin, WA 99402

509-243-1100

Jhancock@asd.wednet.edu

Phone _____

Email _____

The mailing and certifying of any such notice as herein provided shall be sufficient service thereof. All notices given in compliance with this section shall be deemed effective two (2) business days following the deposit thereof in the U.S. mail, irrespective of the date of actual receipt of such notice by the addressee. Either party may by notice change its address for notice.

Entire Agreement. This Facility Lease and Indemnification Agreement contains the entire agreement of the parties hereto and supersedes all of their previous understandings and agreements, written and oral, with respect to this transaction. Neither Lessor nor Lessee shall be liable to the other for any representations made by any person concerning the Facility or regarding the terms of this Agreement, except to the extent that the same are expressed in this Agreement. This Agreement may be amended only by written instrument executed by Lessor and Lessee or their lawful successors and assigns subsequent to the date hereof.

General Conditions and Procedures for Building Use

General Conditions

General Conditions

- a) All school activities, whether regularly scheduled or not will hold precedence over any other events.
- b) Use of any school equipment must be by prior approval only.
- c) Payment must be sent to the administration office within ten days following receipt of fee statement from the district office. Failure to comply with this regulation may result in refusal to allow the group to use the facility again.
- d) Participation in and admission of events cannot be limited in any way to an individual race, religion, sex or specific organization, other than educational in nature.
- e) The school district may, at its option, determine that a district custodian or teacher must be present when the facilities are being used.
- f) District Office hours are 7:00 to 3:30. If you need keys for the facility please schedule a time to pick them up. For any unreturned keys within 3 business days, you will be assessed a \$150 fee.
- g) The facility should be clean as if you are the last group using it. If you come in and it is not cleaned, please take a picture and email to csegroves@asod.wednet.edu.

Rental Rates for Facilities in Asotin-Anatone School District:

Asotin High School Gym/Fields:	\$8 per hour (includes electrical & lights)
Asotin Elementary School Gym:	\$8 per hour (includes electrical & lights)
Classrooms:	\$3 per hour (includes electrical & lights)
Kitchen:	\$7.50 per hour (includes electrical & lights)
Football Field & Lights	\$60.00 per hour (\$35.94 per hour in addition if lights are used)
Softball/Baseball Fields	\$60.00 per hour

Consumables

We will also charge for consumables used. This will be added to your invoice.

Paper Towels per roll	\$7.77
Soap per cartridge	\$6.09
Toilet Paper per roll	\$2.71
Cleaning Supplies Flat Rate	\$10.00
Trash Bags Flat Rate	\$10.00

No fee will be charged to PTO, Asotin Boosters, AAEF, or similar groups which are primarily organized to promote school or educational purposes or organized to primarily serve Asotin youth. Organizations such as Girl Scouts, Boy Scouts and 4-H will not be charged unless a fee is charged to get into the event. An "Asotin group" shall be defined as at least 50% of the students must be Asotin students. All other outside groups will be assessed the rental rates for all practices and events. Exceptions for less than 50% Asotin student participation will be considered by the District Office for those teams subject to draft enrollment.

All organizations will be charged for reimbursement of custodial salary and benefits if facilities or grounds are not cleaned after use.

LESSOR: Asotin-Anatone School District

LESSEE:

District Office

*Attach Insurance Certificate

*Attach Concussion Form for all Athletic Groups

*Roster

Applicant's Signature