

BEAR VALLEY UNIFIED SCHOOL DISTRICT
P.O. Box 1529, Big Bear Lake, California 92315
APPLICATION FOR USE OF SCHOOL FACILITIES

Request is hereby made by the undersigned for the use of the following school facilities on the date(s) set forth (this is to include practices as well as scheduled events):

<u>FACILITY</u>	<u>DATE(S)</u>	<u>HOURS</u>
		From: _____ To: _____
		From: _____ To: _____
		From: _____ To: _____

Nature of Use: _____

Name of Speaker: _____

An admission charge or collection will will not be made.

Expected Attendance: _____

The net proceeds will be used for: _____

The following equipment will be needed: (If Cafeteria is to be used, please complete the form on the back.)

NO SMOKING POLICY

Bear Valley Unified School District Policy AR 3513.3 states that there will be no smoking at any school facility or on school grounds at any time.

ED CODE 40043

Groups or persons using school facilities under the provisions of this policy shall be liable for any property damages caused by the activity.

REQUIRED CERTIFICATION

1. Applicant hereby agrees to hold the Bear Valley Unified School District, its' Board of Trustees, the individual members thereof, and all district officers, agents and employees free and harmless from such loss, damage, liability, cost or expense that may arise during or be caused in any way by such use or occupancy of school property. Applicant further states that he has read the rules and regulations governing the use of the facility and agrees to abide by and enforce same.
2. Applicant (organization) is requested to show proof of liability insurance by filing a Certificate of Insurance with the District Office prior to the use of facility.
3. The undersigned, as duly authorized representative for _____ states that, to the best of his/her knowledge, the school property for use of which application is hereby made, will not be used for the commission of any crime or act which is prohibited by law.

The undersigned further declares that _____, the organization on whose behalf he/she is applying for use of school property, upholds and defends the Constitutions of the United States and the State of California.

SIGNATURE: _____
(Must be an officer of the group, or present written authority from organization making this application)

PRINT NAME: _____

TITLE: _____

MAILING ADDRESS: _____

(for billing purposes) TELEPHONE: _____ Date: _____

APPROVALS:

SCHOOL (by): _____
Date: _____

DISTRICT OFFICE: _____
Date: _____

Record of Payment (except when free use is granted)
Deposit: _____ Receipt: _____
Balance: _____ Receipt: _____

Certificate of Insurance on file: _____

BEAR VALLEY UNIFIED SCHOOL DISTRICT
Big Bear Lake, California

CAFETERIA OR KITCHEN USE

Supplementary information for the Use of the Cafeteria when the school facilities are to be used. This request should be filed with the Bear Valley Unified School District at least two weeks prior to the date of use.

Cafeteria - School _____

Date requested for use _____

Time needed _____ to _____ (include preparation and clean up time)

Type of Service _____
(refreshments, dinner, etc.)

Expected attendance _____

Equipment needed: Utensils _____ Paper _____

 Silver _____ Towels _____

 Dishes _____

 Other (please specify) _____

Organization _____

Person in Charge _____

The applicant organization agrees to pay for all supplies used and to pay for the rental of the cafeteria, if required.

This application will not be considered unless a regular **Use of Facilities Form** is also filed with School Principal.

The applicant, in behalf of _____

(Organization)

hereby agrees to abide by all of the rules and regulations of the Bear Valley Unified School District.

Signature _____

Title _____

Address _____

Phone _____

Approvals:

Record of Payment:

School _____

Deposit _____

Receipt _____

Head of Food Services _____

Balance _____

District _____