# APPLICATION AND PERMIT FOR USE OF SCHOOL PROPERTY (PLEASE USE BALL POINT PEN)

	<u> </u>		Date	
School or Facility to be Used				
The				
	(Nam	e of Organiza	tion)	
Represented officially by	(Namo	of Owner Pr	oducer, Officer or other Authorized	A cont)
		of Owner, 11	oddcer, Officer of other Aditionized	Agenti
Hereby applies for permission to	use	(Specify exac	ct Facility or Rooms needed)	
	(indicate specia	al needs such	as P.A. System, Chairs, Flag, etc.)	
Beginning Date:	Ending Date:		Day of Meeting:	
Hours:	For continuing	For continuing use during school year, indicate day/week/month		
(start)	(end)	,	, , ,	
Nature or Type of Use				
A registration or admission charg	e or collection will	will not	be made. Amount	
Applicant hereby agrees to hold t district officers, agents, and empl caused in any way by such use or	oyees free and harmless fr	rom any loss,	the Board of Trustees and individual damage, liability, cost or expense th	l members thereof, and all at may arise during or be
The permittee hereby agrees to a of this form and as contained in the	bide by the laws, rules and ne Education Code of the S	d regulations of tate of Califor	covering use of school property as prinia.	rinted on the reverse side
	(Educat	AFFIDAVIT ion Code Sect		
The undersigned states that, to the not be used for the commission overthrow of the government of the	of any act intended to furt	ther any prog	ool property for use of which applic ram or movement the purpose of w ner unlawful means;	ation is hereby made will which is to accomplish the
That		, the orga	nization on whose behalf he or she	is making application for
use of school property, does not, the State of California by force, v	to the best of his or her kniolence, or other unlawful st front organization requi	owledge, adv means, and tl	ocate the overthrow of the government, to the best of his or her knowled be registered with the Attorney Ger	ent of the United States of Ige, it is not a Communist
Ву				
		(signature	)	
Address				Zip
Telephone ( )				
	FOR GOLETA UNIO	)N SCHOOL	DISTRICT USE ONLY	
Permission Granted:				
	(date)	(9	signature)	
Permission Denied:				
	(date)	(5	signature)	
Rental Fee:		(If require	d) Approval by Board of Trustees: _	(3-1-)
				(date)
Kental Fee:		(It require	d) Approval by Board of Trustees: _	(date)

 $\square$  Liability Insurance

☐ Fingerprints

 $\square$  Site Permission

In conformance with Section 38133 of the California Education Code, the Board of Trustees of the Goleta Union School District has adopted the following Regulations/Procedures covering the use of school facilities for other than school purposes.

### REGULATIONS/PROCEDURES ACCOMPANYING BOARD POLICY 7750, USE OF SCHOOL FACILITIES

#### I. Use as a Civic Center

- A. Subject to District policies and regulations, school facilities and grounds shall be available as a civic center to citizens as specified in Education Code Section 38130 38139 (on file: Office of Fiscal Services).
- B. Nonprofit organizations, clubs, or associations organized to promote youth and school activities are authorized by the Board of Trustees to use school facilities without charge during times when custodians are on duty. If custodial services are required, nonprofit groups will be charged direct costs.
- C. Non-profit childcare providers requesting short-term use of District facilities under the Civic Center Act, shall be charged fair rental value (on file: Office of Fiscal Services).
- D. Other groups requesting the use of school facilities under the Civic Center Act shall be charged at least direct costs.
- E. Requests for reservations for the use of District facilities will be reviewed and granted in the following priority order:
  - 1. District/school function
  - 2. PTA/PTO sponsored activity
  - 3. Kindergarten through grade six organized youth groups
  - 4. Grades seven through twelve youth groups
  - 5. Adult non-profit organizations
  - 6. Adult organizations
- F. Restroom facilities are a part of the multipurpose room complexes and will be available when these facilities have been reserved. When other facilities have been requested, restrooms will ordinarily remain open until 5:00 p.m. on regular school days during the academic year. Users of facilities other than the multipurpose rooms will be required to check out a set of restroom keys, if reservations are for periods when the restrooms are not ordinarily open.
- G. Groups may request the use of facilities at a specific school site. However, the assignment of facilities is at the discretion of the District and will be made in its best interest.

#### II. Other Non-Civic Center Uses

A. Commercial Purposes

Commercial enterprises may apply for the use of facilities at rental rates determined by the Board of Trustees.

B. Non-Profit Entities – Long-Term

Non-profit entities that wish to lease facilities more than two days per week and/or eight days per month may apply for the use of facilities at rental rates determined by the Board of Trustees.

#### III. Restrictions

School facilities shall not be used for any of the following activities:

- A. Any use by an individual or group for the commission of any crime or any act prohibited by law.
- B. Any use which is inconsistent with the use of school facilities or grounds for school purposes or which interferes with the regular conduct of school or school work.
- C. Any other use prohibited by law, including illegal discrimination.
- D. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances on school property.

## IV. Damages and Liability

- A. Groups or persons using school facilities and grounds shall be liable for any property damages caused by the activity and for any injuries resulting from negligence during use. Users must file a *Certificate of Insurance* and show evidence of general liability of at least \$1,000,000.
- B. The Board may charge the amount necessary to repair the damages, and may deny any group causing damage further use of facilities and grounds.
- C. The District may require a hold harmless agreement when warranted.

# V. Application for Use of Facilities

- A. The Superintendent or designee shall maintain application procedures and regulations for the use of school facilities which:
  - 1. Encourage and assist groups desiring to use school facilities for approved activities.
  - 2. Preserve order in school buildings and on school grounds, and protect school facilities.
  - 3. Ensure that the use of facilities or grounds is consistent with the use of the school facilities or grounds for school purposes and does not interfere with the regular conduct of schoolwork.
  - 4. Ensure that the use of facilities or grounds complies with all existing laws, rules, and regulations pertaining to the use and occupancy of any school property or facility.
- B. A completed application must be submitted to the office of Fiscal Services not less than fifteen (15) calendar days prior to the requested use. Fees are due at the time of application.