

Downsville Central School District
PO Box J - 14784 State Highway 30
Downsville, NY 13755

Application For Use of Facilities - Community

The use of the school building and grounds may be used by the public upon request and approval of the Board of Education or its designee when such facilities are not in use for District purposes and will not be a disruption to the normal operation of the School District.

Name-Organization: _____ Number of Participants: _____

Person(s) Responsible: _____ Phone Number: _____

Address: _____

Purpose of Request: _____ Date(s) Needed: _____

Day(s) of Week Needed: _____ Times: _____

Area Requested: ☐ Auditorium ☐ Gymnasium ☐ Classroom(s) _____
 ☐ Cafeteria/Kitchen ☐ Playground Area ☐ Soccer Field(s) _____
 ☐ Baseball Field ☐ Softball Field ☐ Other _____

The following additional regulations and conditions apply to all applicants:

1. Applications are to be submitted to the Main Office by the Monday prior to the next regular meeting of the Board of Education (meetings the 4th Monday of each month).
2. Proof of insurance (Certificate of Insurance) must be provided with request.
3. All school rules and regulations apply.
4. All school activities will take precedence over outside organization activities.
5. The conduct of all participants and spectators using these facilities shall be morally and ethically compatible with those standards set by school authorities for the youth of the community.
6. Absolutely no smoking or alcoholic beverages on school grounds at any time.
7. If the school is closed for any reason, the school facilities will not be available.
8. Absolutely NO vehicles on any athletic field at any time for any purpose. Parking in designated parking areas only.
9. All trash will be picked up and put in trash barrels following any event (including games and practices).
10. In inclement weather the Superintendent of Building & Grounds will determine if field/area is useable.
11. No pets allowed on school grounds.
12. If using the baseball/softball field the following applies:
 - a. Must make own agreement with surrounding property owners regarding foul balls, trash, noise and related nuisances.
 - b. Any holes on pitcher's mound and around home plate will be raked in following each game and/or practice.
13. Any damages to the district facilities will be repaired and/or replaced by the organization using the facilities.
14. The district reserves the right to charge a fee for any expenses including payment of personnel that is involved in activity/use of facility.

It is understood that failure to comply with any of the rules, regulations and conditions will be cause for the suspension of all use of the Downsville Central School facilities by your organization and its members.

The following signatures are required prior to submission of request to Board of Education:

Person in Charge Date

Superintendent Date

Supt. of Building & Grounds Date

Principal Date

BOE Approval: ☐ Yes ☐ No

Date: _____

District Clerk: _____