

Facility Use Request

Johnson County R-VII School District

Please return to: Secondary Office

92 NW 58 Hwy Centerview, MO 64019

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| Date(s) Needed: | |
| Group/Sponsor: | |
| Start Time: End Time: | |
| Description of activity: | |
| Location for use: | |
| Insurance Holder & Policy Number: **Please attach a copy of the insurance policy | |
| Primary Contact Person Name: Address: Phone: | |
| Secondary Contact Person Name: Address: Phone: | |
| Approx. Number in attendance: Do you anticipate guests with special needs or physical disabilities? Please Describe: | |
| Will your group need access prior to the event? Please Describe: | |
| Will food be served? Please Describe: | |
| Will there be a need for custodial services? Please Describe: | |
| Are any other services needed? Set-Up? Sound? Please Describe: | |
| Signature of Primary Contact: | Date: |

General Conditions for Facility Use

User agrees that the property and facilities of Johnson County R-VII School District (facility herein shall be defined as the portion of the property wherein the event is being held as well as any other parts of the campus being utilized by the group including, but not limited to, parking lots, fields, sidewalks, hallways, locker rooms and restrooms) shall be used only for the purposes that conform to , and in a manner consistent with, federal, state and local law and the policies and procedures of the institution and only for the purposes as described herein.

****COVID-19—User agrees to follow the direction and guidelines of the Johnson County Missouri health department as it related to limiting the spread of COVID -19 and any other infectious disease. _____**

1. User agrees to abide by al fire, safety, traffic and parking, and public safety requirements of the institution.
2. Smoking/Vaping is not permitted anywhere on campus
3. The sale, consumption or possession of alcoholic beverages shall not be permitted on the premises at any time. Nor shall any person who is under the influence of drugs or alcohol be permitted on the premises. The primary contact person above will be responsible for the enforcement of this rule.
4. The use of profane language or gambling in any form is not permitted in on campus.
5. User agrees to be responsible for any damages to any facilities and/or property or injury to other persons caused by persons using the facility under this agreement.
6. User agrees to be responsible for any damages to any facilities and/or property or injury to other persons caused by persons using the facility under this agreement.
7. User agrees to indemnify, defend and hold harmless the Johnson County R-VII School District, its board, administrators, employees, agents and volunteers from any and all claims, suits actions and liability arising or alleged to arise out of injuries or damages sustained by any person as a result of the use of the facility under this agreement, not withstanding the negligence of the institution, its board, administrators, employees, agents and volunteers. _____
8. User agrees to provide proof of general liability insurance of not less than \$2,000,000 per occurrence, which names the institution as an additional insured. The institution reserves the right to cancel this Agreement if such proof of insurance is not provided at least two weeks prior to the scheduled use and maintained throughout the use.
9. Failure to abide by the terms of this Agreement may result in the immediate termination of the Agreement bu the institution.
10. This Agreement may be modified only by the written agreement of the User and the institution.
11. Fees must be paid at the time of reservation confirmation. Payment is to be made by check or money order to Johnson County R-VII School District.
 - a. Estimated rental charge:
 - b. Estimated additional fees:
 - c. Amount of Payment:
 - d. Date of Payment:
12. Cancellation can be made at any time; A full refund will be made unless the institution has incurred a cost for preparation.
13. The institution reserves the right to cancel this reservation if, in its sole discretion, it has reason to believe that the facility use will conflict with the General Conditions above.
14. Users of facilities will abide by the General Conditions.

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| Signature of Primary Contact: | Date: |
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