

HOOVER CITY BOARD OF EDUCATION APPLICATION FOR USE OF FACILITIES

Application is hereby made by Name/Organization	Address	
City St Zip Phone	e-mail	for the use of
🗌 Auditorium 🔲 Gymnasium 🗌 Cafeteria 🗌 Athletic Field	Classroom(s) Other Describe	
at School from	to 🗌 One Time Only 🗌 Weekly	Monthly
beginning on and ending on		

Describe the purpose and nature of the program/event including detailed description of organization, planned activities, admission fees, expected number of participants, sponsoring organization, and special equipment needs or other accommodations (sound system, setup, security services, etc.):

In exchange for the use of the school facility identified above, applicant expressly agrees:

- To indemnify and hold harmless the Hoover City Board of Education, including all officials, agents, and employees, separately and severally, from any and all claims arising from applicant's use of the school facility. This indemnity agreement not only requires applicant to pay any adverse judgment against the School Board arising from applicant's use of the facilities, but also requires applicant to provide the Board, its officials, agents, and employees, with a legal defense at applicant's expense which includes costs, expenses, and attorney fees.
- 2. To purchase liability insurance identifying the Board and its members as additional insureds. A certificate verifying the existence of such insurance should be presented to the Board at least seventy-two (72) hours prior to use of the facilities. The Superintendent of Education may, at his discretion, waive the requirements of this paragraph.
- 3. To assume full responsibility for any and all damages to the school facilities caused, directly or indirectly, by the applicant's use of the facilities. Applicant also agrees to assume full responsibility for the cleanliness of the school facilities, and agrees to return the facilities to the Board in the same condition as existed prior to applicant's use.
- 4. To use the school facilities only for the purpose identified above.
- 5. To enforce the Board's prohibition against smoking, drugs, alcohol, weapons, and other such activities and/or items on school premises.

Signature of Applicant: Print: Name				
Estimated Cost:		For District Use Only	APPROVALS NOT VALID UNTIL APPROVED BY SUPERINTENDENT'S OFFICE	
Space	\$	Request Approved/Denied (circle one)		
Equipment	\$	Insurance Certificate Received:	Submitted by:	
Personnel	\$	Agreement # (Approved agreements only)	School Administrator	Date
Other	\$		Approved by:	
Total District Charge			Superintendent	Date