

**CHILTON COUNTY BOARD OF EDUCATION**

1705 Lay Dam Road  
Clanton, Alabama 35045

**SCHOOL FACILITY RENTAL APPLICATION FORM**

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SCHOOL: \_\_\_\_\_ FACILITY REQUESTED: \_\_\_\_\_

ORGANIZATION OR GROUP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE #: \_\_\_\_\_

EVENT TO BE HELD (Describe in detail): \_\_\_\_\_

\_\_\_\_\_

DATE FACILITY IS NEEDED: \_\_\_\_\_

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**RULES FOR FACILITY USE**

1. A **\$350.00** rental fee for each day's use of the facility is required for local groups and a **\$2,000.00** rental fee for each day's use for out-of-county groups. A \$400.00 clean-up deposit is required for all groups and may be refunded after inspection of facility. The rental fee and clean-up deposit must be paid at the time this form is submitted. The check should be made payable to Chilton County Board of Education.
2. The lessee(s) will be responsible for damages to the facility and/or equipment used and will be required to reimburse the Chilton County Board of Education for such damages.
3. The Chilton County Board of Education will be free from any liability arising from negligence on the part of the lessee(s) while using the facilities. The lessee(s) agrees to indemnify the Chilton County Board of Education from any liability incurred.
4. The lessee(s) will purchase liability insurance (minimum \$500,000) identifying the Chilton County Board of Education and its members as additional insured. A certificate verifying the purchase of such insurance must be presented to the Chilton County Board of Education at least 24 hours prior to the use of the facilities.
5. The Chilton County of Education reserves the right to refuse any group or individual the use of a school facility for good and sufficient reasons.

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LESSEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINCIPAL'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERINTENDENT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

NOTE: A separate form is required to rent lunchroom/cafeteria facilities. See ECCF-F2 form.  
NOTE: Please give lessee a copy of this application/contract at the time the application is made.