



THIS FORM TO BE COMPLETED BY PHS FACILITY COORDINATOR ONLY

REDUCED FEES	
(This application is valid for one school	year only. You must reapply each year.)
Organization: (Itis & Portt	and (Fix-H-tain)
Contact: Bill Box	Phone: 503-823-56.29
Date of Application: $(\ell G II)$ Date	te(s) of event: $NN 2 4 22$
Purpose of Use: Fx-i-fair	44-44
	C. (DEDUCED)
The organization/event must meet the criteria	
supporting documentation (see criteria below)	. Also, A FACILITY USE APPLICATION
must accompany this form.	
CHURRIA	
CRITERIA	
□ Group must directly serve the	□ Attach a copy of constitution (if
Parkrose community	applicable)
□ No admission, entry, or other	□ Attach a current list of
fee will be charged to	members with addresses (if
participants or spectators	applicable)
OTED FEES	CUSTOMER PROPOSED FEES
***************************************	***************************************
FACILITY FEES \$\frac{\pi}{24}	-FACILITY FEES \$ <u>412-</u>
QUIPMENT FEES \$	- EQUIPMENT FEES \$
ECH SERVICE FEES \$	- TECH SERVICE FEES \$
HEATER FEES \$	- THEATER FEES \$
USTODIAL FEES \$_319	- CUSTODIAL FEES \$ \(\sqrt{\frac{1}{2}} \)
OTAL RENTAL FEES \$ 1143	TOTAL RENTAL FEES \$ 412
The second secon	
	aludz
Additional Conditions or Terms (if applicable):	analy
The state of the s	
	1 33
History of Facility Use with Parkrose School D	District: Long History

This section to be completed by PSD Administration:

PSD ADMINISTRATION APPROVED FEES
- FACILITY FEES - EQUIPMENT FEES - TECH SERVICE FEES - THEATER FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES - CUSTODIAL FEES
TOTAL RENTAL FEES \$ 412
Approved Denied : Date: 10 7 14 Building Principal/Designee
Administration Recommendation & Comments:
Superintendent Signature Date 10 014
Superintendent Recommendation & Comments:
please approve

BOARD	AC	TION:	
Approved	П	Denied	

PARKROSE HIGH SCHOOL FACILITIES USE APPLICATION

"Parkrose Community Groups/Non-Profit Organizations"

		Parkrose H	igh School – I	2003 NE Shav	er Street - Portland, Oregon 97220	- Fax	(503) 408-2739	
Today's Date: 6/9/14			For Office Use Only Received by:					
Orga	nization: Cit	y of Portland Bure	au of Planning	and Sustainal	oility Non-Profit Tax ID#:	!(/	10000	
***************************************	act: Bill Bea				Phone:_503-823-5629)	y	
Emai	I: william.be	:amer@portlandor	egon.gov		I.			
************		/ 4th Avenue, Suite	<u>williamana la composition de la composition della composition del</u>		City Portland State OR		Zip 97201	namente
************	<u> </u>			TO *1.1				——————————————————————————————————————
	Date(s)	Day of we		Facility th School	Access Time - Exit Ti 3:00 p.m6:00 p.m.	me	Expected Attendance	1
	11/22/14	Saturday		th School	8:00 a.m4:00 p.m.		700	4
	11/22/14	Judicial	1.0.110	, conto	0.00 a.m. 1.00 p.m.			1
<u>FAC</u>	CILITY F							
	dent Center	(4hrs) \$2	.04.00 x_2_=	\$_408.00	[] Gym (2hrs)		00 x = \$	
	ichen (4hrs)'		04.00 x=		Wrestling Rm (4hrs)		00 x = \$	
	mmunity Ro		51.00 x=		_ [] Dance Room (4hrs)		00 x = \$	
	dent Courty		02.00 x=		_[] Locker Room (each/4hrs)		00 x = \$	
_	nd Room (4)	<i>irs)</i> 5	51.00 x =	D	[] Tennis Courts (4 courts/2hrs)	\$ DI.	00 x = \$	
~~	oir Room (4)		26.00 x = = 26.00 x 16 =		Track (p/hr)		00 x = \$	
	issroom (4hr		51.00 x =		[] Football Field (2hrs) [] Baseball Field (2hrs)		00 x = \$	
	orary <i>(p/hr)</i>		53.00 X ==		Upper Soccer Field (2hrs)	g 51.	00 x = \$	
	est Parking L		02.00 x=	\$	NE Soccer Complex (2hrs)	\$ 76	00 x = \$	
	ot (up to 25 p ol (swim mee		06.00 X=		Softball Field (2hrs)		00 x = \$	
		District Food Ser	vice Staff will l	be scheduled fo	or all Kitchen use at \$ 26.00 p/hr. invoice on the half, quarter, or para	tial uni	ts.	
EQU	IPMENT F	EES:						
	fium *		6.00 x=	<u>::</u> .	[] Gym Floor Cover		00 x=	
	crophone * /VCR/DVD		11.00 x = 11.00 x =		[] Field Lights (per hr) [] Volleyball Net (3 nets/p use)		00 x =	
	oral Risers		02.00 x =		[] Lining Baseball Field		00 x =	
🗓 Soı	and System	\$	26.00 x =		[] Initial Set up & Lining Soccer		\$255.00 x =	
	airs (p/chair)	\$	2.00 x = 6.00 x =	MANAGEMENT OF	☐ Lining Soccer Field (maintena ☐ Initial Set up & Lining Footba		\$102.00 x = \$587.00 x =	
	oles <i>(p/table)</i> achers <i>(1 sia</i>	-	6.00 x = = 51.00 x = =		[] Lining Football Field (mainten		\$102.00 x =	
	im Scoreboa		02.00 x =	······································	[] Scoreboard		00 x=	
		ce – Customer to ess building. Plea			hose events requiring technology a	issistan	ace,	
FI	is is a wirea	ess building. Flea	se provide you	r own technoto	igy & equipment.			
CAT	PRINC/	FOOD REQU	IDMENTS					
					-408-2122), or one of our Preferred	d Catero	ers.	
♦ If y	ou are not us	ing Parkrose Food	Service, you a	re required to	choose from our list of Preferred C	aterers	, which may be provided to you	ı upon
					imployee will be required for all kit			
♦ All	food must be	e consumed/served	in the PHSCC	Student Cent	er and will be added to your contrac	ct and i	nvoice.	
THE	EATER R	ENTALS:					· *	
1	Date(s)	Day(s) of we	ek PACI	(AGE(s)	Access Time - Exit Tim	1e	Expected Attendance	
-	, <u>, , , , , , , , , , , , , , , , , , </u>				400000000000000000000000000000000000000			
***************************************						***************************************		
- interior						CALADAMANA IN STRUCTU		1

THEATER PACKAGES & FEES:

player(s), up to 8 standard lighting cues, I A/V compon		
1 4 Hours \$ 765.00 x = \$	[] Additional Hour beyond 4 \$ 204 [] Additional Hour beyond 8 \$ 255	.00 x = \$.00 x = \$
[] 8 Hours \$1122.00 x=\$	[] Additional Hour beyond 8 \$ 255	.00 X5
standard lighting cues, up to 3 rigging moves, access to	o up-stage curtain (44' of depth), up to 4 additional microp dressing/make-up rooms, theater supervisor w/2 crew mer [] Additional Hour beyond 8 \$ 281	nbers.
[] 6 Hours	[] Additional Hour beyond 6	J.VV A
PACKAGE "C" This package includes: All of Packages "A" & "B", full and/or A/V cues, up to 10 rigging moves, theater superv	access to lighting and sound system inventories, up to 150 visor w/3 crew.	
[] 8 Hours \$1377.00 x = \$	Additional Hour beyond 8 \$ 306	00 x = \$
LOAD-IN / LOAD-OUT PACKAGES Load-In / Load Out packages include: The load-in or lo They do not include PHSCC equipment operation or cu [] 4 Hours	•	ove details, theater supervisor.
ADDITIONAL THEATER EQUIPMENT FEES:		
Row of Seat Removal & Reinstall \$204.00 x		225.00 x =
Orchestra Pit – Removal & Reinstall Vocal/Instrumental Microphone Wireless Microphone \$357.00 x 8.00 x 51.00 x	= [] Projection Screen \$	26.00 x =
[] Wireless Microphone \$ 51.00 x	[] Projection Screen \$ [] Music Stands (p/stand) \$	26.00 x =
Grand Piano (w/standard tuning) \$204.00 x	= [] Video Projector \$	153.00 x=
	= \$29,00 p/hour = \$29,00 p/hour = \$36,00 p/hour uded in the Theater package price (excluding Sundays)	
Facilities Coordinator will complete this section: \$29.00 x number of hours needed \$36.00 x number of hours needed	* \$ * \$	and the second second
- FACILITY FEE		******************
- EQUIPMENT FI	Secretaria de la companya del la companya de la com	
- TECH SERVICE	3	
- THEATER FEE	***************************************	
- CUSTODIAL FE	- zazaniem managamente proposation de la companya del companya de la companya de la companya del companya de la	
	\$ A	
TOTAL RENTA		
	posit is required to secure your reservation. JE – 2 WEEKS PRIOR TO RENTAL DATE	
	s: Cash, Check, Cashiers Check – We cannot a	ccept Visa
Completed by: PHOC Facilities Coordinator	DATE_1[25	114
I/we understand the shove fees. If my application is	accepted for the requested facility scheduled at PHSC	
contractual, insurance, deposit and payment require	ments during the agreement period. I/we agree to be re	' we sorre to meet all
the audience in and about the building and for any d regards to our use and occupancy thereof. I/we agre the Board of Educations (See Policy KGAA).	amages beyond ordinary wear and tear, which occurs to that District property will be used in accordance with	esponsible for the conduct of on this District property in
regards to our use and occupancy thereof. I/we agre	amages beyond ordinary wear and tear, which occurs t	esponsible for the conduct of on this District property in

♦ INDIVIDUALS OR ORGANIZATIONS REQUIRED TO PAY FOR THE USE OF SCHOOL FACILITIES UNDER Board Policy 9.12.2 MUST COMPLETE THE Hold Harmless STATEMENT AND MAY BE REQUIRED TO VERIFY INSURANCE COVERAGE BEFORE FINAL AUTHORIZATION IS GRANTED

HOLD HARMLESS AGREEMENT

Organization Name Here: Subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution Article XI. Section 7, the City of Portland Bureau of Planning and Sustainability agrees to indemnify, hold harmless and defend the District, its board members, agents, employees and volunteers from and against any and all liabilities, damages, actions, costs, losses, claims and expenses (including attorney fees), on account of personal injury, death or damage to or loss of property or profits arising out of or resulting in whole or in part from any act, omission, negligence, fault or violation of law or ordinance by "Organization" or "Organization's" employees, agents, volunteers, subcontractors, speakers, exhibitors, event participants or invitees or any other person entering upon the premises with the implied or express permission of "Organization". Such indemnification by "Organization" shall apply unless such damage or injury results from the sole negligence or willful misconduct of the District.

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Signed

INSURANCE REQUIREMENTS

Commercial General Liability insurance endorsement providing coverage against claims for bodily injury or death and property damage occurring in or upon or resulting from the facilities licensed hereunder, such insurance to offer immediate protection to the limit of no less than \$500,000 and such insurance shall include Blanket Contractual Liability coverage which insures contractual liability under the indemnification of the Parkrose School District #3 and PHSCC by Licensee as set forth below. The City can self-insure the above insurance requirements.

Licensee shall maintain a policy or provide self-insurance and subject to the limitations and conditions of the Oregon Tort Claims Act,

- ORS 30,260 through 30,300, and the Oregon Constitution Article XI, Section 7, endorsed to include the Parkrose School District, Parkrose High School, school board members, agents, employees and volunteers as additional insured's as respects to the Organizations use of District facilities. Said insurance must be primary to and non-contributory with any insurance carried by the District and include waiver of subrogation in favor of the District, its board members, agents, employees and volunteers.
- Licensee agrees to provide all required certificates of insurance to the PHSCC Facility Coordinator at least fifteen (15) calendar days prior to the time of occupancy.
- 3. The parties agree that the specified coverage of limits if insurance in no way limit the liability of the licensee.
- Licensee shall provide a Certificate of Insurance containing a notice of cancellation clause not less than 30 days prior to cancellation or non-renewal of any such policy,

LAWS-RULES-REGULATIONS

- All agents and employees connected with Licensee's use of the facility shall abide by, conform to and comply with all laws of the United States and the State of Oregon and all ordinances of the City of Portland, Oregon, and the rules and regulations of PHSCC, together with all rules and regulations of the Bureau of Police of the City of Portland.
- 2. THE USE OF ALL TOBACCO, ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES ARE STRICTLY PROHIBITED IN OR ON PHSCC PROPERTY.
- 3. All security services including peer group security desired by Licensee shall be arranged for by special agreement with the PHSCC Facility Coordinator and shall be paid for by the Licensee.
- 4. The Parkrose High School shall have the sole right to collect and have custody of articles left in the building.
- Any decision affecting any matter not herein expressly provided for shall rest solely within the discretion of the PHSCC Facility Coordinator.
- Facility Coordinator must approve all proposed concession and souvenir items prior to licensee's use. Only Coca-Cola products may be served on the PHSCC premises.

WE AGREE AND UNDERSTAND <u>ALL</u> OF THE ABOVE. WE AGREE THAT SAID SCHOOL PROPERTY WILL BE USED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE BOARD OF EDUCATION.

Organization or Individual Address 1900 SW 4th Avenue, Suite 7100 City Portland State OR Zip 97201

APPROVED FOR USE Building Principal TOTAL RENTAL FEES \$ 143

*FULL PAYMENT MUST BE RECEIVED, PRIOR TO THE USE OF THE FACILITY