Last Amended 8/13/09

KGAC-AR-2

PARKROSE HIGH SCHOOL FACILITIES USE APPLICATION

"Parkrose Community Groups/Non-Profit Organizations" Parkrose High School & Community Center –12003 NE Shaver Street – Portland, Oregon 97220 – Fax (503) 408-2739

Organization			Non-Profit Tax ID #_		
Contact		P	hone	Cell	
Address			City	_ State	_Zip
Date(s)	Day of week	Facility	Access Time - Exit Ti	ime E	xpected Attendance
FACILITY FEES	<u>.</u>			I	
[] Student Center (4hrs)			[] Gym (2hrs)		= \$
[] Kitchen (4hrs)*			[] Wrestling Rm (4hrs)		= \$
[] Community Rooms ([] Dance Room (4hrs)		= \$
Student Courtyard (4			[] Locker Room (each/4hrs)	\$ 25.00 x= \$	
[] Band Room (4hrs)	\$ 50.00 \$	i= \$	[] Tennis Courts (4 courts/2hrs) \$ 50.00 x = \$		
[] Choir Room (4hrs)	\$ 25.00 \$	i= \$	[] Track (p/hr)	(p/hr) \$ 50.00 x = \$	
[] Classroom (4hrs)	\$ 25.00 ×	x= \$	[] Football Field (2hrs)	tball Field (2hrs) \$ 50.00 x= \$	
[] Library (p/hr)	\$ 50.00 \$	x= \$	[] Baseball Field (2hrs)	\$ 50.00 X	= \$
[] West Parking Lot (4h			[] Soccer Field (2hrs)	\$ 50.00 X	= \$
[] Pool (up to 25 people			[] Softball Field (2hrs)		= \$
[] Pool (swim meet/ 2hr		= \$			
*Parkrose School Distr	ict Food Service Sta	ff will be scheduled	for all Kitchen use at \$ 25.00 p/hr.		
**Facilities are charge	d based on units abo	ove. PHSCC will n	ot invoice on the half, quarter, or par	tial units.	
EQUIPMENT FEES:					
[] Podium		=	[] Gym Floor Cover		=
[] Microphone		=	[] Field Lights (per hr)		=
[] In-Focus [] TV/VCR/DVD		<u> </u>	[] Volleyball Net (3 nets/p use) [] Scoreboard		=
Overhead Projector		= =	[] Swim Scoreboard (p/use)		= =
Choral Risers			[] Bleachers (1 side)		=
Sound System	\$ 25.00 x	=	[] Lining Baseball Field	\$ 50.00 x	=
Chairs (p/chair)		=	[] Initial Set up & Lining Soccer		\$250.00 x =
[] Tables (p/table)	\$ 5.00 x	=	[] Lining Soccer Field (maintena [] Initial Set up & Lining Footba		\$100.00 x = \$575.00 x =
			[] Lining Football Field (mainter		\$100.00 x =
			LI Emma I ootoun I loid (maintei		4130.00 A =

- ♦ If you are not using Parkrose Food Service, you are required to choose from our list of Preferred Caterers, which may be provided to you upon request (503-408-2697). Additionally, a Parkrose Food Service employee will be required for all kitchen use at a rate of \$25.00 p/hr.
- ♦ All food must be consumed/served in the PHSCC Student Center and will be added to your contract and invoice.

THEATER RENTALS:

Date(s)	Day(s) of week	PACKAGE(s)	Access Time - Exit Time	Expected Attendance

THEATER PACKAGES & FEES:

PACKAGE "A"	- Ct 11		-66	4.4	
			of front curtain, up to 4 microphon		speakers, house CD
			eater supervisor w/1 crew member.		¢.
[] 4 Hours	\$ /50.00 X	_= \$	[] Additional Hour beyond 4 [] Additional Hour beyond 8	\$ 200.00 x	= \$ = \$
[] 8 Hours	\$1100.00 X	_= \$	[] Additional Hour beyond 8	\$ 250.00 X	= \$
PACKAGE "B"					
			tain (44' of depth), up to 4 addition		total), up to 24
			e-up rooms, theater supervisor w/2		
[] 8 Hours	\$1225.00 x	_= \$	[] Additional Hour beyond 8	\$ 275.00 x	= \$
PACKAGE "C"					
This package includes			nting and sound system inventories	, up to 150 lighting	cues, up to 40 sound
		theater supervisor w/3 crev	v.		
[] 8 Hours	\$1350.00 x	_= \$	[] Additional Hour beyond 8	\$ 300.00 x	= \$
LOAD-IN / LOA	D-OUT PACK	AGES			
			r equipment, access to facilities ba	sed on above detail	s, theater supervisor.
They do not include F	PHSCC equipment of	peration or cueing.	1 1		r,
[] 4 Hours	\$ 500.00 x \$ 750.00 x	_= \$			
[] 8 Hours	\$ 750.00 x	_= \$			
ADDITIONAL THE	EATER EOUIPME	NT FFFS.			
[] Row of Seat Remo		\$200.00 x =	[] Dance Floor	\$350.00 x_	=
[] Orchestra Pit – Ren		\$350.00 x =	[] Choral Risers		=
[] Vocal/Instrumental		\$ 7.50 x =	[] Projection Screen		=
[] Wireless Micropho		\$ 50.00 x =	[] Music Stands (p/stand)		=
[] Grand Piano (w/sta	ndard tuning)	\$200.00 x =	[] Video Projector		=
			s missed, a \$30.00 p/crew member pCC Theater Operations Manager, pr		
CUSTODIAL F					
		= \$28.00 p/h			
♦ Saturdays – 7:30an		$= \frac{$28.00 \text{ p/h}}{$25.00 \text{ m}}$			
♦ Sundays – all hours				dawa)	
***when renting the 1	HEATKE, Custoata	i rees are incluaea in ine 1	heater package price (excluding Su	inaays)	
Facilities Coordina	ator will complete	this section:			
\$28.00 x number of h \$35.00 x number of h	ours needed	= \$_ = \$_			
\$33.00 x number of n	ours needed	– Ψ			
	EACH	TTV PEEC	Φ	:	
	:	ITY FEES	\$		
	- EQUII	PMENT FEES	\$		
	- THEA	TER FEES	\$		
	: - CUSTO	DDIAL FEES	\$		
	TOTAL	RENTAL FEES	2 2		
	:		ed to secure your reservation.	•	
		IENT IS DUE – 2 WEEKS I	•		
Completed by:			DATE		
	PHSCC Faciliti	es Coordinator			

I/we understand the above fees. If my application is accepted for the requested facility scheduled at PHSCC, we agree to meet all contractual, insurance, deposit and payment requirements during the agreement period. I/we agree to be responsible for the conduct of the audience in and about the building and for any damages beyond ordinary wear and tear, which occurs to this District property in regards to our use and occupancy thereof. I/we agree that District property will be used in accordance with the rules and regulations of the Board of Educations (See Policy KGAA).

Client Signature]	Date	

♦ 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

Oncani	ation Name House			
defend the claims and resulting in employee with the in	e District, its board members, agents, employees dexpenses (including attorney fees), on accounting whole or in part from any act, omission, negliss, agents, volunteers, subcontractors, speakers, emplied or express permission of "Organization" on the sole negligence or willful misconduct of	at of personal injury, death of igence, fault or violation of exhibitors, event participant. Such indemnification by	gainst any and all liabilition r damage to or loss of pro- law or ordinance by "Org s or invitees or any other	perty or profits arising out of or anization" or "Organization's" person entering upon the premises
	Const.	/		
	Signed			
	<u>INSUR</u>	RANCE REQUIR	EMENTS	
occurring \$500,000	tial General Liability insurance endorsement pro- in or upon or resulting from the facilities licens and such insurance shall include Blanket Contr- ose School District #3 and PHSCC by Licensee	sed hereunder, such insurance actual Liability coverage wh	ce to offer immediate prot	ection to the limit of no less than
1.	Licensee shall maintain a policy endorsed to in agents, employees and volunteers as additional must be primary to and non-contributory with District, its board members, agents, employees	al insured's as respects to the any insurance carried by th	e Organizations use of Dis	strict facilities. Said insurance
2.	Licensee agrees to provide all required certific prior to the time of occupancy.	cates of insurance to the PH	SCC Facility Coordinator	at least fifteen (15) calendar days
3.	The parties agree that the specified coverage of	of limits if insurance in no w	yay limit the liability of th	e licensee.
4.	Licensee shall provide a Certificate of Insuran or non-renewal of any such policy.	nce containing a notice of ca	ncellation clause not less	than 30 days prior to cancellation
1.	LAWS All agents and employees connected with Lice United States and the State of Oregon and all together with all rules and regulations of the B	ordinances of the City of Po	all abide by, conform to a ortland, Oregon, and the ru	
2.	THE USE OF ALL TOBACCO, ALCOHOLIC OR ON PHSCC PROPERTY.	BEVERAGES AND CONT	ROLLED SUBSTANCES	ARE STRICTLY PROHIBITED IN
3.	All security services including peer group sect Facility Coordinator and shall be paid for by the		all be arranged for by spe	cial agreement with the PHSCC
4.	The Parkrose High School shall have the sole	right to collect and have cu	stody of articles left in the	building.
5.	Any decision affecting any matter not herein e Coordinator.	expressly provided for shall	rest solely within the disc	retion of the PHSCC Facility
6.	Facility Coordinator must approve all propose be served on the PHSCC premises.	ed concession and souvenir i	tems prior to licensee's u	se. Only Coca-Cola products may
	REE AND UNDERSTAND <u>ALL</u> OF TH SED IN ACCORDANCE WITH THE R			
Organiza	ation or Individual	Positi	on of Responsibility	
<i>G</i>	ation or Individual		<u> </u>	Title
Address_		City	State	_Zip
ADDDOX	UED EOD LICE	mom.	AL DENIEAT ESSE A	
APPKUV	/ED FOR USE	1017	AL KENTAL FEES \$	

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

PARKROSE HIGH SCHOOL FACILITIES USE APPLICATION

Parkrose High School & Community Center –12003 NE Shaver Street – Portland, Oregon 97220 – Fax (503) 408-2739

Student Center (4hrs)	Today's Date:				PHS Office Use Only proved [] Declined:		
Date(s) Day of week Facility Access Time - Exit Time Expected Attendance	Organization				Non-Profit Tax ID #_		
Date(s) Day of week	Contact			Phone_		C	ell
Student Center (4hrs)	Address				City	_ State_	Zip
Student Center (4hrs)	Date(s)	Day of	week	Facility	Access Time - Exit Ti	ime	Expected Attendance
Student Center (4hrs)							
[] Kitchen (4hrs)*	FACILITY FE	ES:					
[] Community Rooms (4hrs) \$100.00 x = \$	[] Student Center (4)					\$100.0	0 x= \$
Student Courtyard (4hrs) \$200.00 x	[] Kitchen (4hrs)*		\$400.00 x	= \$[] Wrestling Rm (4hrs)		
Band Room (4hrs)	[] Community Room	is (4hrs)					
[] Choir Room (4hrs) \$ 50.00 x _ = \$ [] Track (p/hr) \$ 100.00 x _ = \$ [] Classroom (4hrs) \$ 50.00 x _ = \$ [] Football Field (2hrs) \$ 100.00 x _ = \$ [] Library (p/hr) \$ 100.00 x _ = \$ [] Baseball Field (2hrs) \$ 100.00 x _ = \$ [] West Parking Lot (4hrs) \$ 300.00 x _ = \$ [] Soccer Field (2hrs) \$ 100.00 x _ = \$ [] Pool (up to 25 people/ 2hrs) \$ 200.00 x _ = \$ [] Softball Field (2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 600.00 x _ = \$ [] Softball Field (2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 600.00 x _ = \$ [] Softball Field (2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 600.00 x _ = \$ [] Softball Field (2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 100.00 x _ = \$ [] Softball Field (2hrs) \$ 100.00 x _ = \$ [] Pool (swim meet 2hrs) \$ 100.00 x _ = \$	[] Student Courtyard	(4hrs)					
[] Classroom (4hrs)	[] Band Room (4hrs)					
[] Library (p/hr) \$100.00 x _ = \$ _ [] Baseball Field (2hrs) \$100.00 x _ = \$ _ [] West Parking Lot (4hrs) \$300.00 x _ = \$ _ [] Soccer Field (2hrs) \$100.00 x _ = \$ _ [] Pool (up to 25 people/ 2hrs) \$200.00 x _ = \$ _ [] Softball Field (2hrs) \$100.00 x _ = \$ _ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ _ [] Softball Field (2hrs) \$100.00 x _ = \$ _ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ _ [] Softball Field (2hrs) \$100.00 x _ = \$ _ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ _ [] Softball Field (2hrs) \$100.00 x _ = \$ _ [] Pool (swim meet 2hrs)	[] Choir Room (4hrs	:)					
[] West Parking Lot (4hrs) \$300.00 x _ = \$ [] Soccer Field (2hrs) \$100.00 x _ = \$ [] Pool (up to 25 people/ 2hrs) \$200.00 x _ = \$ [] Softball Field (2hrs) \$100.00 x _ = \$ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ [] Softball Field (2hrs) \$100.00 x _ = \$ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ [] Softball Field (2hrs) \$100.00 x _ = \$ [] Pool (swim meet 2hrs) \$600.00 x _ = \$ [] Softball Field (2hrs) \$100.00 x _ = \$ [] Pool (swim meet 2hrs) \$100.00 x _ = \$ [] Pool (swim	[] Classroom (4hrs)		\$ 50.00 x	= \$[] Football Field (2hrs)		
Pool (up to 25 people/ 2hrs)	[] Library (p/hr)		\$100.00 x:	= \$[Baseball Field (2hrs)	\$100.00 x= \$	
Pool (up to 25 people/ 2hrs)	[] West Parking Lot	(4hrs)	\$300.00 x=	= \$[Soccer Field (2hrs)		
*Parkrose School District Food Service Staff will be scheduled for all Kitchen use at \$ 25.00 p/hr. **Facilities are charged based on units above. PHSCC will not invoice on the half; quarter, or partial units. EQUIPMENT FEES: Podium	[] Pool (up to 25 pec	ple/2hrs)	\$200.00 x=	= \$[] Softball Field (2hrs)	\$100.0	0 x= \$
**Facilities are charged based on units above. PHSCC will not invoice on the half, quarter, or partial units. EQUIPMENT FEES: [] Podium	[] Pool (swim meet 2	Phrs)	\$600.00 X:	= \$			
Podium						1	
	**Facuities are cna	rgea basea (on units above. 1	HSCC will not inve	oice on the haif, quarter, or par	nai uniis).
Microphone		<u>:S:</u>	Ф 10.00	r		# 400 O	•
In-Focus	C.J						
[] TV/VCR/DVD \$ 20.00 x =							
[] Overhead Projector \$ 10.00 x = [] Swim Scoreboard (p/use) \$200.00 x = [] Choral Risers \$200.00 x = [] Bleachers (1 side) \$100.00 x = [] Sound System \$ 50.00 x = [] Lining Baseball Field \$100.00 x = [] Chairs (p/chair) \$ 2.00 x = [] Initial Set up & Lining Soccer Field (maintenance) \$100.00 x = [] Tables (p/table) \$ 10.00 x = [] Initial Set up & Lining Football Field \$575.00 x =							
[] Sound System \$ 50.00 x = [] Lining Baseball Field \$100.00 x = [] Chairs (p/chair) \$ 2.00 x = [] Initial Set up & Lining Soccer Field \$250.00 x = [] Tables (p/table) \$ 10.00 x = [] Lining Soccer Field (maintenance) \$100.00 x = [] Initial Set up & Lining Football Field \$575.00 x =		or				\$200.0	0 x =
[] Chairs (p/chair) \$ 2.00 x = [] Initial Set up & Lining Soccer Field \$250.00 x = [] Tables (p/table) \$ 10.00 x = \$100.00 x = [] Initial Set up & Lining Football Field \$575.00 x =						\$100.0	0 x =
[] Tables (p/table) \$ 10.00 x = [] Lining Soccer Field (maintenance) \$100.00 x = [] Initial Set up & Lining Football Field \$575.00 x = []							
I Initial Set up & Lining Football Field \$575.00 x =	· · · · ·						
	L (f)				Initial Set up & Lining Footba	ıll Field	

- request (503-408-2697). Additionally, a Parkrose Food Service employee will be required for all kitchen use at a rate of \$25.00 p/hr.
- ♦ All food must be consumed/served in the PHSCC Student Center and will be added to your contract and invoice.

THEATER RENTALS:

Date(s)	Day(s) of week	PACKAGE(s)	Access Time - Exit Time	Expected Attendance

THEATER PACKAGES & FEES:

Client Signature___

player(s), up to 8 stand	ard lighting cues, 1	A/V component set-up, t	e of front curtain, up to 4 microphon heater supervisor w/1 crew member.		
[] 4 Hours	\$ 825.00 x \$1175.00 x	= \$ = \$	[] Additional Hour beyond 4 [] Additional Hour beyond 8	\$ 225.00 x \$ 275.00 x	= \$ = \$
	p1173.00 X	_ ψ	[] Additional Hour beyond o	ψ 273.00 X	
standard lighting cues,	up to 3 rigging mo	ves, access to dressing/ma	urtain (44' of depth), up to 4 addition take-up rooms, theater supervisor w/2	crew members.	
[] 8 Hours	\$1400.00 X	= \$	[] Additional Hour beyond 8	\$ 300.00 X	= \$
		A" & "B", full access to li theater supervisor w/3 cre	ghting and sound system inventories, w.	up to 150 lighting	cues, up to 40 sound
		= \$	[] Additional Hour beyond 8	\$ 325.00 x	= \$
LOAD-IN / LOAL	O-OUT PACKA	GES			
Load-In / Load Out pac They do not include PH [] 4 Hours	kages include: Th	e load-in or load-out of your peration or cueing. = \$	our equipment, access to facilities ba	sed on above detail	s, theater supervisor.
ADDITIONAL THEA		NT FEES: \$250.00 x =	[] Dance Floor	\$500.00 x	=
[] Orchestra Pit – Rem	oval & Reinstall	\$500.00 x =	[] Choral Risers	\$200.00 x_	=
[] Vocal/Instrumental I [] Wireless Microphon		\$ 15.00 x = \$ 75.00 x =	[] Projection Screen [] Music Stands (p/stand)		=
[] Grand Piano (w/stan		\$300.00 x =	[] Video Projector		=
◆ NOTE: Stagehands a break is required after	are paid based on 4 each 4-hour work p	-hour minimum calls. Af period. For each meal breath	er ½ day (max of 4 hours), and \$70.0 ter 8 hours of a regular day, crews and missed, a \$30.00 p/crew member pCC Theater Operations Manager, pr	e paid time and a ha penalty will be asse	alf. A 1-hour meal ssed and billed.
CUSTODIAL FE ◆ Monday – Friday, op ◆ Saturdays – 7:30am- ◆ Sundays – all hours **When renting the TE	perating hours 3:00pm & after operating h		<u>/hour</u>	ndays)	
Facilities Coordinate \$28.00 x number of ho \$35.00 x number of ho	for will complete urs neededurs needed	this section: = \$ = \$			
		······································	φ		
	:	ITY FEES	\$		
		MENT FEES FER FEES	\$ \$		
	:	DIAL FEES	\$ \$		
	:	RENTAL FEE			
			ired to secure your reservation. PRIOR TO RENTAL DATE		
	:				
Completed by:			DATE		
Completed by	PHSCC Facilitie		DAIL		
contractual, insurance the audience in and a	e, deposit and pay bout the building d occupancy there	ment requirements duri and for any damages be of. I/we agree that Disti	or the requested facility scheduled ng the agreement period. I/we agr yond ordinary wear and tear, whic rict property will be used in accord	ee to be responsib h occurs to this Di	le for the conduct of strict property in

_Date__

♦ 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

Oncani	zation Name Here:			.d
defend the claims and resulting employees with the i	the District, its board members, agents, employ de expenses (including attorney fees), on according whole or in part from any act, omission, not est, agents, volunteers, subcontractors, speaker implied or express permission of "Organization the sole negligence or willful misconduct	ount of personal injury, death of egligence, fault or violation of rs, exhibitors, event participant on". Such indemnification by	gainst any and all liabilities r damage to or loss of prop- law or ordinance by "Organ is or invitees or any other po-	erty or profits arising out of or nization" or "Organization's" erson entering upon the premises
	Signed		/	
occurring \$500,000	cial General Liability insurance endorsement t in or upon or resulting from the facilities lic and such insurance shall include Blanket Co ose School District #3 and PHSCC by Licens	eensed hereunder, such insurand ontractual Liability coverage wl	nims for bodily injury or dea	ction to the limit of no less than
5.	Licensee shall maintain a policy endorsed tagents, employees and volunteers as additionust be primary to and non-contributory we District, its board members, agents, employ	onal insured's as respects to the vith any insurance carried by the	e Organizations use of Dist	rict facilities. Said insurance
6.	Licensee agrees to provide all required cert prior to the time of occupancy.	tificates of insurance to the PH	SCC Facility Coordinator a	t least fifteen (15) calendar days
7.	The parties agree that the specified coverage	ge of limits if insurance in no v	vay limit the liability of the	licensee.
8.	Licensee shall provide a Certificate of Insu or non-renewal of any such policy.	rance containing a notice of ca	incellation clause not less th	nan 30 days prior to cancellation
7.	All agents and employees connected with I United States and the State of Oregon and a together with all rules and regulations of the	all ordinances of the City of Po	all abide by, conform to an ortland, Oregon, and the rule	
8.	THE USE OF ALL TOBACCO, ALCOHOL OR ON PHSCC PROPERTY.	LIC BEVERAGES AND CONT	ROLLED SUBSTANCES A	RE STRICTLY PROHIBITED IN
9.	All security services including peer group s Facility Coordinator and shall be paid for b		all be arranged for by speci	al agreement with the PHSCC
10.	The Parkrose High School shall have the so	ole right to collect and have cu	stody of articles left in the l	ouilding.
11.	Any decision affecting any matter not here Coordinator.	in expressly provided for shall	rest solely within the discre	etion of the PHSCC Facility
12.	Facility Coordinator must approve all prop- be served on the PHSCC premises	osed concession and souvenir	items prior to licensee's use	e. Only Coca-Cola products may
	REE AND UNDERSTAND <u>ALL</u> OF SED IN ACCORDANCE WITH THE			
Organiza	ation or Individual	Positi	on of Responsibility	
				Title
Address_		City	State	_Zip
APPROV	VED FOR USE	тот	AL RENTAL FEES \$	
	VED FOR USE	101/	τωι τε	

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

PARKROSE MIDDLE SCHOOL - FACILITIES USE APPLICATION

"Parkrose Community Groups/Non-Profit Organizations" Parkrose Middle School –11800 NE Shaver Street – Portland, Oregon 97220 – Fax (503) 408-2998

Гoday's Date:			For PMS Office Use Only [] Approved [] Declined:			
Organization			Non-Profit Tax II)#		
Contact		Phon	e	<u>Cell</u>		
Address			City	State Zip		
Date(s)	Day of week	Facility	Access Time - Exit	Time Expected A	Attendance	
	EC.			I		
FACILITY FE Classroom (4hrs)		x = \$	[] Main Gym (2hrs)	\$ 25.00 x=	\$	
Cafeteria (4hrs)			[] Small Gym (2hrs)	\$ 12.50 x=		
Stage (4hrs**)	\$100.00	x= \$	[] Main Field (2hrs)	\$ 25.00 x ===	\$	
Kitchen (4hrs)*	\$100.00	x= \$	[] Baseball Field (2hrs)	\$ 25.00 x=	\$	
Parking Lot (4hrs	\$150.00	x= \$	[] Track (p/hr) []Wrestling Rm (4hrs)	\$ 25.00 x=	\$	
] Locker Room (eac	ch/4hr) \$ 12.50	x= \$	[]Wrestling Rm (4hrs)	\$ 12.50 x=	\$	
] Tennis Courts (4c		x= \$				
			r all Kitchen use at \$ 25.00 p/l	r.		
	Stage, Cafeteria fees					
***Facilities are ch	arged based on units o	above. PSD will not inve	oice on the half, quarter, or po	ertial units.		
EQUIPMENT FEE						
Podium Microphone		x = \$ [] Lini	ng Baseball Field al Set up & Lining Soccer Field	\$ 50.00 x = \$ \$ 250.00 x = \$		
TV/VCR/DVD			ng Soccer Field (maintenance)	\$ 100.00 x = \$		
Overhead Projector			al Set up & Lining Football Field	\$ 575.00 x = \$		
Sound System			ng Football Field (maintenance)	\$ 100.00 x = \$		
] Piano		x = \$				
Chairs ((per chair) Tables (per table)		x = \$ x = \$				
Tables (per table)	\$ 3.00	Χ = φ				
CUSTODIAL I ◆ Monday – Friday. ◆ Saturdays & Sund		r operating hours	= \$28.00 p/hour = \$35.00 p/hour			
Facilities Coordin	nator will complete	this section: = \$				
35.00 x number of	hours needed	= \$				
	EACH	ITV FEFS	<u>Ф</u>	:		
		ITY FEES	Φ	—		
		MENT FEES	\$			
	- THEAT	TER FEES	\$			
	:	DIAL FEES	\$	-		
	- COSTC	DIAL FLES	Ψ	—		
	ΤΩΤΔΙ	RENTAL FE	ES \$			
	•		'			
			uired to secure your reservation S PRIOR TO RENTAL DATE	n.		
	!		•••••			
Completed by:	Facilities Coord	inator	DATE	<u></u>		
	ractitues Coord					
			the requested facility schedule			
			ig the agreement period. I/we			
			rdinary wear and tear, which o			
		וו ווואוטו District property will b	be used in accordance with the	rules and regulations of the	e Board of Educat	
See Policy KGAA) C lient Signature	•		N-4-			
onem oighature			Date_			

- ♦ All Catering must be contracted by Parkrose Food Service (503-408-2122), or one of our Preferred Caterers.
- ♦ If you are not using Parkrose Food Service, you are required to choose from our list of Preferred Caterers, which may be provided to you upon request (503-408-2697). Additionally, a Parkrose Food Service employee will be required for all kitchen use at a rate of \$25.00 p/hr.
- ♦ All food must be consumed/served in the PMS Cafeteria and will be added to your contract and invoice.

♦ 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

	HOLI	D HARVILESS AGRE	<u>EEMEN I</u>	
defend the claims and resulting in employee with the in	e District, its board members, agents, emplod dexpenses (including attorney fees), on accin whole or in part from any act, omission, s, agents, volunteers, subcontractors, speak mplied or express permission of "Organization the sole negligence or willful misconduction."	count of personal injury, death or d negligence, fault or violation of lav ers, exhibitors, event participants of tion". Such indemnification by "O	amage to or loss of property or profits a w or ordinance by "Organization" or "O or invitees or any other person entering	ions, costs, losses, arising out of or organization's" upon the premises
	Signed	/		
		URANCE REQUIRE	MENTS	
occurring \$500,000	ial General Liability insurance endorsemen in or upon or resulting from the facilities li and such insurance shall include Blanket C ose School District #3 and Parkrose Middle	It providing coverage against claim censed hereunder, such insurance to contractual Liability coverage whice	s for bodily injury or death and propert to offer immediate protection to the lim h insures contractual liability under the	it of no less than
9.	Licensee shall maintain a policy endorsed agents, employees and volunteers as addit must be primary to and non-contributory District, its board members, agents, employees	tional insured's as respects to the C with any insurance carried by the I	Organizations use of District facilities.	Said insurance
10.	Licensee agrees to provide all required ce	rtificates of insurance at least fiftee	en (15) calendar days prior to the time of	of occupancy.
11.	The parties agree that the specified covera	age of limits if insurance in no way	limit the liability of the licensee.	
12.	Licensee shall provide a Certificate of Insor non-renewal of any such policy.	urance containing a notice of cance	ellation clause not less than 30 days pri	or to cancellation
1.	All agents and employees connected with United States and the State of Oregon and Middle School, together with all rules and	l all ordinances of the City of Portl	abide by, conform to and comply with and, Oregon, and the rules and regulation	
2.	THE USE OF ALL TOBACCO, ALCOHO OR ON PARKROSE MIDDLE SCHOOL		LLED SUBSTANCES ARE STRICTLY	PROHIBITED IN
3.	All security services including peer group Middle School and shall be paid for by th		be arranged for by special agreement v	vith the Parkrose
4.	The Parkrose Middle School shall have the	e sole right to collect and have cus	tody of articles left in the building.	
5.	Any decision affecting any matter not her School.	ein expressly provided for shall res	st solely within the discretion of the Par	krose Middle
	REE AND UNDERSTAND <u>ALL</u> OF SED IN ACCORDANCE WITH TH			
Organiza	tion or Individual	Position re	of Responsibility	
	Signatu	re	Title	
Address_		City	StateZip	
APPROV	VED FOR USE	TOTAL	RENTAL FEES \$	

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

Building Principal

PARKROSE MIDDLE SCHOOL - FACILITIES USE APPLICATION

Parkrose Middle School –11800 NE Shaver Street – Portland, Oregon 97220 – Fax (503) 408-2998

Contact	Today's Date	:	Г	For PMS Office Use Only [] Approved [] Declined: Non-Profit Tax ID #			
Contact							
Date(s) Day of week Facility Access Time - Exit Time Expected Attendance							
Calcertan (4hrs) \$ 50.00 x	Address			City	State	eZip	
Classroom (4hrs)	Date(s)	Day of week	Facility	Access Time - Exit	Time	Expected Attendance	
Classroom (4hrs) \$ 50.00 x = \$ Main Gym (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 50.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 50.00 x = \$ Main Field (2hrs) Main Field (2hrs) Main Field (2hrs)							
Classroom (4hrs) \$ 50.00 x = \$ Main Gym (2hrs) \$ 50.00 x = \$ Stage (4hrs*) \$ 200.00 x = \$ Stage (4hrs*) \$ 200.00 x = \$ Stage (4hrs*) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs*) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs*) \$ 50.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs*) \$ 50.00 x = \$ Main Field (2hrs) Main Fi							
Classroom (4hrs) \$ 50.00 x = \$ Main Gym (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 200.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 50.00 x = \$ Main Field (2hrs) \$ 50.00 x = \$ Stage (4hrs) \$ 50.00 x = \$ Main Field (2hrs) Main Field (2hrs) Main Field (2hrs)	FACILITY FF	FC.		1		I	
Cafecria (4hrs) \$200.00 x = \$ Small Gym (2hrs) \$ 250.00 x = \$ Stage (4hrs**) \$200.00 x = \$ Main Field (2hrs) \$50.00 x = \$ Nation (4hrs)* \$200.00 x = \$ Baschall Field (2hrs) \$50.00 x = \$ Parking Lot (4hrs) \$250.00 x = \$		\$ 50.00	x= \$	[] Main Gym (2hrs)	\$ 5	50.00 x= \$	
		\$200.00	x= \$	[] Small Gym (2hrs)	\$ 2	25.00 x= \$	
		\$200.00	7 x= \$	[] Main Field (2hrs)	\$ 5		
		\$200.00 \$300.00	- φ) x = \$	[] Track (p/hr)	ээ \$5	50.00 x = \$	
Tennis Courts (4cts/2hrs)		ch/4hr) \$ 25.00) x= \$	[]Wrestling Rm (4hrs)	\$ 2		
When renting the Stage, Cafeteria fees apply. *Facilities are charged based on units above. PSD will not invoice on the half, quarter, or partial units. **EQUIPMENT FEES: Podium] Tennis Courts (4c	ts/2hrs) \$ 50.00) x= \$				
***When renting the Stage, Cafeteria fees apply. ***Facilities are charged based on units above. PSD will not invoice on the half, quarter, or partial units. **EQUIPMENT FEES: Podium	*Parkrose School D	istrict Food Service S	taff will be scheduled for	· all Kitchen use at \$ 25.00 p/hi	r.		
Dedium							
Podium	***Facilities are ch	arged based on units	above. PSD will not invo	pice on the half, quarter, or par	rtial units	<u>. </u>	
Microphone							
TV/VCR/DVD \$ 20.00 x							
Overhead Projector \$ 10.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 575.00 x = \$ Initial Set up & Lining Football Field \$ 500.00 x Initial Set up & S 100.00 x = \$ Initial Set up & S 100.00 x Initial Set up & S 100.00 x Initial Set up & S 100.00 x Initi							
Piano \$ 50.00 x = \$] Overhead Projector	\$ 10.00	x = \$ [] Initi	ial Set up & Lining Football Field	\$ 575	i.00 x = \$	
Clairs ((per chair) \$ 2.00 x = \$ Tables (per table) \$ 10.00 x = \$ Monday - Friday, operating hours = \$28.00 p/hour Saturdays & Sundays - all hours & after operating hours = \$35.00 p/hour Facilities Coordinator will complete this section: \$28.00 x number of hours needed = \$ \$35.00 x number of hours needed = \$ - FACILITY FEES \$ - FACILITY FEES \$ - THEATER FEES \$ - THEATER FEES \$ - THEATER FEES \$ - TOTAL RENTAL FEES \$ A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE - 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE				ing Football Field (maintenance)	\$ 100	0.00 x = \$	
Tables (per table) \$ 10.00 x = \$ Monday - Friday, operating hours = \$28.00 p/hour Saturdays & Sundays - all hours & after operating hours = \$35.00 p/hour Facilities Coordinator will complete this section: E28.00 x number of hours needed							
Monday – Friday, operating hours Saturdays & Sundays – all hours & after operating hours = \$28.00 p/hour = \$35.00 p/hour Facilities Coordinator will complete this section: \$28.00 x number of hours needed							
 Monday – Friday, operating hours Saturdays & Sundays – all hours & after operating hours = \$28.00 p/hour Facilities Coordinator will complete this section: \$28.00 x number of hours needed = \$ \$35.00 x number of hours needed = \$ FACILITY FEES EQUIPMENT FEES THEATER FEES CUSTODIAL FEES CUSTODIAL FEES A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE 	 CUSTODIAL I	FEES:					
Facilities Coordinator will complete this section: \$28.00 x number of hours needed	♦ Monday – Friday,	operating hours		•			
\$28.00 x number of hours needed = \$	◆ Saturdays & Sund	lays – all hours & afte	er operating hours	= \$35.00 p/hour			
- EQUIPMENT FEES \$ - THEATER FEES \$ - CUSTODIAL FEES \$ TOTAL RENTAL FEES \$ A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE	Facilities Coordin \$28.00 x number of \$35.00 x number of	nator will complete hours neededhours needed	this section: = \$ = \$				
- EQUIPMENT FEES \$ - THEATER FEES \$ - CUSTODIAL FEES \$ TOTAL RENTAL FEES \$ A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE		- FACIL	ITY FEES	\$	•		
- THEATER FEES \$				\$			
- CUSTODIAL FEES \$ TOTAL RENTAL FEES \$ A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE				\$			
TOTAL RENTAL FEES \$ A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE				Ψ <u></u>			
A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE		- CUSIC	JUIAL FEES	Φ			
A 30% non-refundable deposit is required to secure your reservation. FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE		mom 4 =		па ф			
FULL PAYMENT IS DUE – 2 WEEKS PRIOR TO RENTAL DATE Completed by: DATE				·		:	
:					n.		
Completed by:DATE		FULL PAYM	IENT IS DUE – 2 WEEK	S PRIOR TO RENTAL DATE			
Facilities Coordinator	Completed by:			DATI	E		
	1	Facilities Coord	inator				
	/we understand the	above fees. If my ap	plication is accepted for	the requested facility scheduled	d at Parkr	ose Middle School, we agree to	

all contractual, insurance, deposit and payment requirements during the agreement period. I/we agree to be responsible for the conduct of the audience in and about the building and for any damages beyond ordinary wear and tear, which occurs to this District property in regards to our use and occupancy thereof. I/we agree that District property will be used in accordance with the rules and regulations of the Board of Educations (See Policy KGAA).

- ♦ All Catering must be contracted by Parkrose Food Service (503-408-2122), or one of our Preferred Caterers.
- ♦ If you are not using Parkrose Food Service, you are required to choose from our list of Preferred Caterers, which may be provided to you upon request (503-408-2697). Additionally, a Parkrose Food Service employee will be required for all kitchen use at a rate of \$25.00 p/hr.
- ♦ All food must be consumed/served in the PMS Cafeteria and will be added to your contract and invoice.

♦ 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

Organiz	gation Name Here:		agrees to indemnify, hold harmless and			
defend the claims and resulting i employees with the in	E District, its board members, agents, employeed expenses (including attorney fees), on accoun n whole or in part from any act, omission, negles, agents, volunteers, subcontractors, speakers,	s and volunteers from and ag t of personal injury, death or igence, fault or violation of l exhibitors, event participants '. Such indemnification by "	gainst any and all liabilities, damages, actions, costs, losses or damage to or loss of property or profits arising out of or law or ordinance by "Organization" or "Organization's" ts or invitees or any other person entering upon the premise "Organization" shall apply unless such damage or injury			
	Signed	/				
	Signea	Date	,			
C		RANCE REQUIRI				
occurring \$500,000	in or upon or resulting from the facilities licens	sed hereunder, such insurance actual Liability coverage who	nims for bodily injury or death and property damage ce to offer immediate protection to the limit of no less than hich insures contractual liability under the indemnification below.			
13.	agents, employees and volunteers as additional	al insured's as respects to the any insurance carried by the	District, Parkrose Middle School, school board members, e Organizations use of District facilities. Said insurance to District and include waiver of subrogation in favor of the	;		
14.	Licensee agrees to provide all required certific	cates of insurance at least fif	fteen (15) calendar days prior to the time of occupancy.			
15.	The parties agree that the specified coverage of	of limits if insurance in no w	vay limit the liability of the licensee.			
16.	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-REGUL	ATIONS			
6.	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 Parkrose Middle School, together with all rules and regulations of the Bureau of Police of the City of Portland.					
7.	THE USE OF ALL TOBACCO, ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES ARE STRICTLY PROHIBITED IN OR ON PARKROSE MIDDLE SCHOOL PROPERTY.					
8.	All security services including peer group security desired by Licensee shall be arranged for by special agreement with the Parkrose Middle School and shall be paid for by the Licensee.					
9.	The Parkrose Middle School shall have the sole right to collect and have custody of articles left in the building.					
10.	Any decision affecting any matter not herein expressly provided for shall rest solely within the discretion of the Parkrose Middle School.					
WE AG	REE AND UNDERSTAND <u>ALL</u> OF THE SED IN ACCORDANCE WITH THE R	HE ABOVE. WE AGRI	EE THAT SAID SCHOOL PROPERTY WILL I TIONS OF THE BOARD OF EDUCATION.	ВE		
Organization or Individual		Positio	ion of Responsibility			
-	Signature		Title			
Address_		City	StateZip			
APPROV	ED FOR USE	TOTA	AL RENTAL FEES \$			

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

Building Principal

PARKROSE ELEMENTARY SCHOOLS - FACILITIES USE APPLICATION

"Parkrose Community Groups/Non-Profit Organizations" Parkrose School District –10636 NE Prescott Street – Portland, Oregon 97220 – Fax (503) 408-2140

Today's Date:			For Office Use Only ☐ Approved ☐ Declined:				
Organization			Non-Profit Tax ID #				
Contact		Phon	e		Cell		
Address_							
		T					
Date(s)	Day of week	ELEMENTARY	Access 11me	e - Exit Time	Expected Attendance		
EACH ITV EE	TEC.						
FACILITY FE [] Gym (2hrs)	<u>ÆS:</u>	\$ 12.5	50 x= \$				
Main Field (2)	(hrs)	\$ 12.5 \$ 12.5	50 x= \$_				
Baseball Field	,		50 x= \$_				
Softball Field	, ,		50 x= \$_				
[] Classroom (4)		\$ 12.5	50 x= \$_				
Stage (4hrs)		\$ 50.0	00 x= \$_				
Cafeteria (4h)	rs)		00 x= \$_				
Kitchen (4hrs	*	\$ 50.	00 x= \$_				
		Staff will be scheduled for					
***Facilities are ch	arged based on units	above. PSD will not inve	oice on the half, quart	er, or partial units.			
EQUIPMENT FEI	ES:						
[] Podium	<u></u>	\$ 5.00 x = \$					
[] Microphone		\$ 5.00 x = \$					
[] TV/VCR/DVD [] Overhead Project	or	\$ 10.00 x = \$ \$ 5.00 x = \$					
Sound System	.01	\$ 25.00 x = \$					
[] Piano		\$ 25.00 x = \$					
[] Chairs ((per chair) [] Tables (per table)		\$ 1.00 x = \$ \$ 5.00 x = \$					
[] Tables (per table)	,	\$ 5.00 x = \$					
CUSTODIAL	FFFC.						
◆ Monday – Friday	FEES: y, operating hours days – all hours	= \$28.00	p/hour				
◆ Saturdays & Sun	days – all hours	= \$35.00	1				
\$28.00 x number of	nator will complete	e this section: = \$					
	hours needed			<u> </u>			
	;·····						
	FACILIT	Y FEES	\$				
	•	ENT FEES	\$				
		IAL FEES	\$				
			Ψ				
	TOTALL	RENTAL FEES	¢				
	: -	LLIVI AL I' LLS fundable deposit is require	od to secure your rese	mation			
		ENT IS DUE – 2 WEEKS F	•				
	i				:		
Completed by:_				DATE			
completed by:	Facilities Coor	dinator					
					, we agree		
					ve agree to be responsible for ear, which occurs to this Distr		
					in accordance with the rules		
		s (See Policy KGAA).	, p-v j				
Client Signature				Date			

- ♦ All Catering must be contracted by Parkrose Food Service (503-408-2122), or one of our Preferred Caterers.
- ♦ If you are not using Parkrose Food Service, you are required to choose from our list of Preferred Caterers, which may be provided to you upon request (503-408-2697). Additionally, a Parkrose Food Service employee will be required for all kitchen use at a rate of \$25.00 p/hr.

♦ 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

	HOLD HARVILL	SS AUREDITEIT						
defend the claims and resulting i employees with the ir	tation Name Here: the District, its board members, agents, employees and voluntee and expenses (including attorney fees), on account of personal in in whole or in part from any act, omission, negligence, fault of est, agents, volunteers, subcontractors, speakers, exhibitors, eve implied or express permission of "Organization". Such indem om the sole negligence or willful misconduct of the District.	rs from and against any and all lia njury, death or damage to or loss or violation of law or ordinance by nt participants or invitees or any	of property or profits arising out of or "Organization" or "Organization's" other person entering upon the premises					
	Signed	/						
and prop immedia Liability	ercial General Liability insurance endorsement property damage occurring in or upon or resulting from the protection to the limit of no less than \$500,000 y coverage which insures contractual liability under as set forth below.	om the facilities licensed he and such insurance shall	ereunder, such insurance to offer nclude Blanket Contractual					
17.	7. Licensee shall maintain a policy endorsed to include the Parkrose School District, Parkrose Elementary 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.							
18.	Licensee agrees to provide all required certificates of insurate to the time of occupancy.	nce to the Parkrose School Distric	t at least fifteen (15) calendar days prior					
19.	The parties agree that the specified coverage of limits if insu	rance in no way limit the liability	of the licensee.					
20.	D. 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.							
	United States and the State of Oregon and all ordinances of the City of Portland, Oregon, and the rules and regulations of Parkrose School District, together with all rules and regulations of the Bureau of Police of the City of Portland.							
	OR ON Parkrose School District PROPERTY.							
15.	All security services including peer group security desired by Licensee shall be arranged for by special agreement with the Parkrose School District and shall be paid for by the Licensee.							
16.	6. The Parkrose School District shall have the sole right to collect and have custody of articles left in the building.							
17.	7. Any decision affecting any matter not herein expressly provided for shall rest solely within the discretion of the Parkrose School District.							
WE AGI	REE AND UNDERSTAND <u>ALL</u> OF THE ABOVE. SED IN ACCORDANCE WITH THE RULES AND	WE AGREE THAT SAID REGULATIONS OF THE	SCHOOL PROPERTY WILL BE BOARD OF EDUCATION.					
Organiza	ation or Individual	Position of Responsibility	Y Title					
Address_	· · · · · · · · · · · · · · · · · · ·	Sta	teZip					

TOTAL RENTAL FEES \$_____

APPROVED FOR USE

PARKROSE ELEMENTARY SCHOOLS - FACILITIES USE APPLICATION Parkrose School District -10636 NE Prescott Street - Portland, Oregon 97220 - Fax (503) 408-2140

Today's Date:		n.	For Office Use Only [] Approved [] Declined:				
			Non-Profit Tax ID #				
Contact			ne		(Cell	
						Zip	
Address				ıty	State_	Z1p	
Date(s)	Day of week	ELEMENTARY	Access	Time - E	Exit Time	Expected Attendance	
EACH ITV FE	EC.		•				
FACILITY FE [] Gym (2hrs)	<u>ES:</u>	\$ 25	00 x	= \$			
Main Field (2)	hrs)	\$ 25.	00 x				
[] Baseball Field	,		00 x				
Softball Field	,	\$ 25.	00 x	= \$			
[] Classroom (4)			00 x				
Stage (4hrs)	/		.00 x				
Cafeteria (4hr	·s)		00 x				
Kitchen (4hrs	*		00 x				
	,	Staff will be scheduled fo					
***Facilities are ch	arged based on units	s above. PSD will not inv	oice on the hal	^c , quarter, or	partial units.		
EQUIPMENT FEE	<u>ES:</u>						
[] Podium		\$ 10.00 x = \$_					
[] Microphone		\$ 10.00 x = \$_ \$ 20.00 x = \$_					
[] TV/VCR/DVD [] Overhead Projecto	or.	\$ 20.00 x = \$_ \$ 10.00 x = \$_					
[] Sound System		\$ 50.00 x = \$_					
[] Piano		\$ 50.00 x = \$_					
[] Chairs ((per chair [] Tables (per table)		\$ 2.00 x = \$ \$ 10.00 x = \$					
[] Tables (per table)		\$ 10.00 X = \$_					
CUSTODIAL I	TEFC.						
◆ Monday – Friday,		= \$28.00	n/hour				
◆ Saturdays & Sund		= \$35.00					
			*				
Facilities Coordin \$28.00 x number of							
\$35.00 x number of		= \$ = \$					
	FACILIT	Y FEES	\$				
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		IAL FEES	Ψ				
	CUSTOD	IAL FEES	Φ				
	mom t = =						
		RENTAL FEES	. \$ <u></u>				
		fundable deposit is requir					
	FULL PAYME	ENT IS DUE – 2 WEEKS	TRIOK IU KE!	VIAL DATE			
Completed				70	ATE		
Completed by:				D	ATE		
	1 acumes Coor	an witt					
I/we understand th	e above fees. If my	application is accepted	for the reques	ted facility	scheduled at _	, we agre	
meet all contractua	l, insurance, deposi	it and payment requirer	nents during tl	ne agreemen	nt period. I/w	e agree to be responsible fo	
						ar, which occurs to this Dist	
		cupancy thereof. I/we as s (See Policy KGAA).	gree that Distri	ct property	will be used i	n accordance with the rule	
Client Signature	or Daucanons	(See I one; NOAA).		ъ.			
nent Monature				Dat	e		

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HOLD HARMLESS AGREEMENT

		HOLD H	AKVILESS AGK	<u>CENIEN I</u>				
defend the claims and resulting i employees with the in	d expenses (including attorney in whole or in part from any ac s, agents, volunteers, subcontra	fees), on account of t, omission, neglige actors, speakers, ext of "Organization".	of personal injury, death or ence, fault or violation of la hibitors, event participants Such indemnification by "G	ainst any and all liabiliti damage to or loss of pro w or ordinance by "Org or invitees or any other	indemnify, hold harmless and des, damages, actions, costs, losses, operty or profits arising out of or ganization" or "Organization's" person entering upon the premises by unless such damage or injury			
	Signed			/				
		INICIIDA						
and proprimmedia Liability	perty damage occurring at a protection to the limi	surance endors in or upon or re t of no less than	sulting from the facility such in \$500,000 and such in	erage against claim ties licensed hereu nsurance shall inclu	s for bodily injury or death nder, such insurance to offer ude Blanket Contractual arkrose School District #3 by			
21.	21. Licensee shall maintain a policy endorsed to include the Parkrose School District, Parkrose Elementary 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.							
22.	Licensee agrees to provide al to the time of occupancy.	l required certificat	es of insurance to the Park	rose School District at l	east fifteen (15) calendar days prior			
23.	The parties agree that the spe	cified coverage of l	limits if insurance in no wa	y limit the liability of th	ne licensee.			
24.	4. 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.							
18.	8. 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 Parkrose School District, together with all rules and regulations of the Bureau of Police of the City of Portland.							
19.	D. THE USE OF ALL TOBACCO, ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES ARE STRICTLY PROHIBITED IN OR ON Parkrose School District PROPERTY.							
20.	All security services including peer group security desired by Licensee shall be arranged for by special agreement with the Parkrose School District and shall be paid for by the Licensee.							
21.	1. The Parkrose School District shall have the sole right to collect and have custody of articles left in the building.							
22.	2. Any decision affecting any matter not herein expressly provided for shall rest solely within the discretion of the Parkrose School District.							
	REE AND UNDERSTAN SED IN ACCORDANCE				HOOL PROPERTY WILL BE ARD OF EDUCATION.			
Organiza	tion or Individual	G'	Position of Responsibility					
Address_					Title Zip			

TOTAL RENTAL FEES \$_____

APPROVED FOR USE