

PRESCOTT UNIFIED SCHOOL DISTRICT #1
146 South Granite Street, Prescott, Arizona 86303
(928) 445-5400

CONTRACT FOR USE OF SCHOOL FACILITIES

PLEASE RETURN TO DISTRICT BUSINESS OFFICE **DATE** _____

THIS AGREEMENT SHALL BE IN EFFECT BETWEEN PRESCOTT UNIFIED SCHOOL DISTRICT AND:

NAME AND/OR ORGANIZATION _____

STREET ADDRESS _____ **CITY** _____ **ZIP** _____

CONTACT PERSON _____ **PHONE NUMBER** _____

Agreement shall not be in effect until signed by a responsible officer of the requesting organization and approved by proper authorities of the Prescott Unified School District #1. This contract must be returned within fourteen (14) working days in order for your use date to be secured. User agrees to have read, signed and understood all rules and regulations that may be attached to this contract. User agrees to reimburse the school district for all damages incurred during use of facilities. Any advertising must indicate sponsoring agent. School staff is to have full access to all facilities at all times. No school exhibits are to be moved or dismantled. No smoking, alcohol or drugs allowed on school property.

Mission Statement – Our mission is to strengthen our community by providing a dynamic and safe educational experience that challenges and encourages every student to succeed through a comprehensive program of academics, arts and athletics.

Vision Statement – Our vision is to be the most innovative, effective and respected educational organization in the Prescott area, fulfilling the public’s trust.

FACILITIES REQUIRED

SCHOOL: _____

BUILDINGS AND/OR ROOMS: _____

PURPOSE: _____

DATE(S) _____ **TIME: FROM** _____ **TO** _____

SPECIAL FACILITIES

CHAIRS _____ **TABLES** _____ **PIANO** _____

CUSTODIAN _____ **LIGHT TECHNICIAN** _____ **SOUND TECHNICIAN** _____ **RIGGING TECHNICIAN** _____

REQUIRED BEFORE USE: CERTIFICATE OF INSURANCE _____ **SECURITY DEPOSIT** _____

I/We _____, agree to hold harmless the Prescott Unified School District No. 1, its employees and Governing Board, from any injury, complaint, or incident, arising from the use of a school facility from the time of entrance on school property to departure.

User agrees to charges as established by the Governing Board

FACILITY CHARGE \$ _____ **LABOR CHARGE \$** _____

UTILITY CHARGE \$ _____

OTHER CHARGES \$ _____

Approved by Principal _____ Date _____ Asst. for Bus. Serv. _____ Date _____

Signed Organization Representative _____ Date _____

COPIES TO: Lessee School Business Office

NOTE: Send all correspondence to attention of District Business Office, 146 South Granite Street, Prescott, Arizona 86303.