

**FACILITIES USE AGREEMENT  
INDEPENDENT SCHOOL DISTRICT NO. 32  
BLACKDUCK, MINNESOTA**

\_\_\_\_\_ (name of user(s) hereby request permission to use the following school facilities: \_\_\_\_\_, subject to the following terms and conditions:

1. Date(s): \_\_\_\_\_  
between the hours of \_\_\_\_\_ and \_\_\_\_\_.

Purpose/type of activity or event: \_\_\_\_\_.

Number of people attending: \_\_\_\_\_.

2. The user(s) agrees to pay a fee, as established by the school board, in the amount of \$ \_\_\_\_\_. Payment shall be made on or before \_\_\_\_\_.
3. The user(s) agrees that School District and Community Education Activities will take priority over other community events. The School District will provide notice to the user(s) if any requested dates conflict with School District or Community Education Events.
4. The user(s) will be responsible for all costs incurred as a result of damage to School District facilities caused by any participant in the activity or event.
5. This Facilities Use Agreement is not transferable and is issued only for the dates, hours, and areas specified above.
6. The use or possession of tobacco, drugs, or alcohol is prohibited on School District property.
7. The use or possession of weapons or lookalike weapons is prohibited on School District property.
8. Every group must have competent adult leadership. The user(s) are responsible for the group's conduct while using the facilities. Additional supervision will be supplied by the user(s) if required by the School District.
9. The user(s) agree to pay janitor/custodial fees necessitated for the use of the facilities at the sum of the actual cost incurred.
10. The user(s) will contact the Head Custodian and/or the Head Cook at least one week prior to the event to arrange for equipment, supplies or table and chair arrangements and room set-up.

11. Building security procedures require user(s) to use designated building entrances. Propping doors or gates is prohibited. User(s) agree to contact the Head Custodian regarding the security system. If the security system alarm is triggered during the event, there is a \$50 charge.
12. The user(s) agree to defend, indemnify and hold harmless the School District, its officers and employees, against any and all losses, claims, damages or liability sustained by any person in connection with the School District premises and facilities. The user(s) agree to reimburse the School District in connection with defending any actions relating thereto.
13. The user(s) agree to furnish proof of general liability insurance covering the use of the facilities in the minimum amount of \$1,500,000 for any number of claims arising out of a single occurrence. The general liability policy will be endorsed to include ISD #32, Blackduck School District, as an additional insured. School-sponsored curricular, co-curricular and extra-curricular groups and activities are included in the School District's coverage and are excluded from this requirement.
14. Failure to comply with the terms of this use agreement will result in the termination of the permit and will impact the user(s) ability to use School District facilities in the future.

Accepted on behalf of User(s). \_\_\_\_\_

Date: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

Independent School District No. 32, Blackduck Minnesota

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_