

USE OF SCHOOL FACILITIES

FACILITIES MUST BE BOOKED SEVEN (7) DAYS PRIOR TO EVENT

1. Date of Application: _____
2. Organization: _____
3. Authorized Representative (please print): _____
 Address: _____
 City: _____ Code: _____
 Telephone No.: _____ Fax No.: _____
4. Type of Function: _____
5. Start Date of Function: _____ End Date of Function: _____
6. School: _____ Area of School: _____
7. Number of participants: _____
8. Start Time: _____ Finish Time: _____ Set-up Time: _____

9. **PLEASE NOTE:** Smoking is prohibited in ALL SCHOOL BUILDINGS & GROUNDS - according to amended CRD Clean Air Bylaw (No. 2217) - effective September 1, 1996.

10. Special Instructions:

Class list, List of Participants must be recorded. The list must be in the possession of the booking applicant. The booking agent will produce the document in event of an emergency. See attached form

Signature

Signature of Applicant

Signature of Principal

Date permit granted:

Insurance Term: _____ To _____

Special Instructions

Fees and Charges Payable at Plant Services, 160 Rainbow Road:

Room/Field Rental	_____	hours	x	_____	_____
Custodial Services	_____	hours	x	_____	_____
Other	_____	hours	x	_____	_____

Please Read Regulations Before Signing

Total Payable _____

P

Waiver

Accred

Custodians

School

Secretary-Treasurer

Use Of School Facilities

TO WHOM IT MAY CONCERN

Indemnification and Hold Harmless Clause

The _____ shall indemnify and hold harmless School District #64 (Gulf Islands) and any of its officers, employees, servants, agents, and contractors from any and all loss, liability, claims or expenses arising out of the use and/or occupation of the property belonging to School District #64 (Gulf Islands) by the _____ and any of its officers, employees, servants, agents, contractors, and volunteers, except to the extent that such loss arises from the independent negligence of the School District.

date signature — authorized representative

Waiver of Subrogation Clause

The _____ hereby agrees to waive all rights of subrogation or recourse against School District # 64 (Gulf Islands) with respect to the use and/or occupation by the _____ of the premises described in the permit or license agreements.

date signature — authorized representative

Liability Insurance Clause

The _____ shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurance with insurers licensed in British Columbia and in forms and amounts acceptable to School District # 64 (Gulf Islands):

Comprehensive general liability insurance with a limit of not less than One Million Dollars (\$1,000,000.00), inclusive per occurrence for bodily injury and property damage including loss of use thereof. Such insurance shall extend to cover the _____, its officers, employees, servants, agents, contractors, and volunteers and shall include the School District, its officers, employees, servants, agents, and contractors as additional Insureds with respect to liability arising out of the use and/or occupation by the _____ of the property belonging to the School District.

Such comprehensive general liability insurance shall contain coverage for premises and operations, products and completed operations, blanket contractual liability, cross liability, elevator and hoist liability, contingent employers liability, occurrence property damage, employees and/or volunteers as additional Named Insureds, use of attached machinery, use of specially licensed or unlicensed vehicles (while operated off highway), broad form property damage and tenants all risks legal liability subject to a minimum limit of One Million Dollars (\$1,000,000.00) to apply to the use and/or occupation by the _____ of the premises described in the permit or license agreement.

Date _____ Signature – Authorized Representative _____

