



Grass Valley School District

10840 Gilmore Way  
Grass Valley, CA 95945  
(916) 273-4483  
FAX (916) 273-0248

Andrew Withers  
Superintendent

# Application for Use of School Facility

(Fee Schedule - See Reverse Side Of This Form)

Exhibit 1330

Contact us with questions at  
Email: [facilities@gvsd.us](mailto:facilities@gvsd.us)

Organization \_\_\_\_\_ Facilities Requested: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person name/phone #/email: \_\_\_\_\_

For Single Meeting: Date: \_\_\_\_\_ Time From: \_\_\_\_\_ To: \_\_\_\_\_

For Series of Meetings: Dates: \_\_\_\_\_ Time From: \_\_\_\_\_ To: \_\_\_\_\_

Nature of Activity: \_\_\_\_\_ Insurance Carrier: \_\_\_\_\_

Is the general public invited? Yes \_\_\_\_ No \_\_\_\_ Admission Charge? Yes \_\_\_\_ No \_\_\_\_ Contributions Solicited? Yes \_\_\_\_ No \_\_\_\_

<u>Please Include With Application</u>	<u>In Case of Emergency Contact</u>
<input type="checkbox"/> A \$10.00 Application Fee	<input type="checkbox"/> Nevada County Sheriff's Dept. (530) 265-7880
<input type="checkbox"/> Proof Of Insurance Naming Grass Valley School District As Additional Insured (Insurance Requirements on reverse side of this form)	<input type="checkbox"/> Grass Valley Police Department (530) 477-4600

## District Requirement and Applicant's Statement

1. The applicant is a representative or officer in the user organization and is acting on their behalf.
2. The applicant has read the district requirement for liability insurance and will provide evidence of such prior to facility use and retain such during the full period of use.
3. The applicant has read the district's hold "harmless clause" and is in agreement with such requirement.
4. The applicant's group or organization is liable for damages to or loss of district property as a result of their use.
5. The applicant understands that the activities of his/her organization must be under the supervision of a responsible adult.
6. The applicant's group or organization will not permit products containing tobacco and/or nicotine, drugs, alcohol, or weapons on school property.
7. The applicant's group will confine its use to area(s) named on the approved application.
8. The applicant's group is responsible for removal from district property all garbage and refuse they generate.
9. The applicant's group or organization will not use school equipment unless specifically authorized.
10. The applicant's group will return the facility to its original arrangement and condition before leaving.
11. The applicant's organization agrees to assume full responsibility for damages and additional custodial services that may be required. Custodial services will be billed through the school district at a rate of \$37.00 per hour with a two hour minimum.
12. The applicant's organization will not utilize district facilities for any act prohibited by law or for the commission of a crime. District policy and regulation #1190 is available to applicants upon request.
13. All dates listed above will be invoiced for unless prior communication.

The undersigned, on behalf of his/her user organization, has read and agrees to comply with district requirements as specified above and agrees to abide by district regulation #1190 related to use of school facilities.

Signature of Authorized Group Representative \_\_\_\_\_ Date \_\_\_\_\_ Position or Office \_\_\_\_\_ ( ) Phone Number \_\_\_\_\_

Street/Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Principal / Assistant Principal \_\_\_\_\_ Date \_\_\_\_\_

<u>For Site Office Use</u>	<u>For District Office Use</u>
<b>Users Classification</b> <input type="checkbox"/> I School Groups <input type="checkbox"/> II Youth-Non-Profit <input type="checkbox"/> III Direct Cost <input type="checkbox"/> IV Fair Rental Value <b>Rental Charge:</b> \$ _____ <b>Additional Costs:</b> \$ _____	<input type="checkbox"/> Application Fee Received _____ <input type="checkbox"/> Insurance Certificate Received _____ <input type="checkbox"/> Approval Confirmation Mailed _____ <b>Andrew Withers, Superintendent</b> _____ <b>Date</b> _____

## Fee Schedule

User Class	Hennessy / Charter	Scotten School	Lyman Gilmore School	Bell Hill Academy
Class I (School Groups)	Multipurpose Rm. NC Classroom NC Field Area NC	Multipurpose Rm. NC Classroom NC Field Area NC	Multipurpose Rm. NC Classroom NC Field Area NC	Multipurpose Rm. NC Classroom NC Field Area NC
Class II (Youth-Non-Profit)	Multipurpose Rm. \$7.50/hr. Classroom \$5/hr. Field Area \$5/hr.	Multipurpose Rm. \$8.50/hr. Classroom \$5/hr. Field Area \$5/hr.	Multipurpose Rm. \$10/hr. Classroom \$5/hr. Field Area \$5/hr.	Multipurpose Rm. \$8.50/hr. Classroom \$5/hr. Field Area \$5/hr.
Class III (Direct Cost)	Multipurpose Rm. \$30/hr. Classroom \$15/hr. Field Area \$10.00/hr	Multipurpose Rm. \$40/hr. Classroom \$20/hr. Field Area \$10.00/hr	Multipurpose Rm. \$50/hr. Classroom \$25/hr. Field Area \$10.00/hr	Multipurpose Rm. \$30/hr. Classroom \$15/hr. Field Area \$10.00/hr
Class IV (Fair Rental Value)	Multipurpose Rm. \$50/hr. Classroom \$30/hr	Multipurpose Rm. \$75/hr. Classroom \$30/hr	Multipurpose Rm. \$100/hr. Classroom \$30/hr	Multipurpose Rm. \$75/hr. Classroom \$30/hr

**Direct Cost Fee** – Activities other than those specified for free use, youth non-profit groups, fair rental value shall be charged a fee not to exceed direct costs to the district. Direct costs include supplies, utilities, janitorial services, services of other district employees, and salaries paid to district employees necessitated by the organization's use of said facilities.

**Fair Rental-Value Fee** – Groups shall be charged fair rental-value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposed or for the direct welfare of the district's students. Fair rental value includes direct costs plus the amortized costs of the facilities or grounds used for the duration of the activity (Education Code 40043)

**Application fee of \$10.00 must accompany all Facility Use Forms. The fee will be returned if requested facilities are not available.**

School functions take precedent over all user groups. Facilities are not available during school and legal holidays.

(1) Fee for use of fields may be flexible based on proposed activity of the user group and assistance with other expenses such as upkeep, water, fertilizer, improvements, etc. All arrangements must be made prior to approval of use application form with Superintendent or Principal.

### Insurance Requirements and Damage to School Property

A one million dollar (\$1,000,000) comprehensive general liability insurance policy is required of each user group. Any group using school facilities shall be liable for any injury, sickness or disease, or death resulting from its negligence during such use. The group shall bear the cost of insuring against this risk and defending itself against claims arising from such risk. **Additional Insured Endorsement Required.**

Individuals, groups, or organizations permitted to use school facilities shall indemnify and hold harmless the Grass Valley School District, its offices, employees, agents, and Governing Board.

Groups or persons using school facilities under the provisions of this policy shall be liable for any damage to district property caused by the users of the activity. The district shall charge the amount necessary to repair the damage and may deny further use of the facility.

The district maintains the right to terminate or deny use of district facilities by individuals, groups, or organizations for non-compliance with district policies and requirements, failure to properly care for school property, failure to properly supervise group activities during use, and/or violation of state or federal laws.