

**Greencastle Community School Corporation**

CONTRACT FOR THE USE OF SCHOOL PROPERTY

The undersigned herewith applies for the use of:

Building \_\_\_\_\_ Room(s) \_\_\_\_\_

Date(s) \_\_\_\_\_ Hours \_\_\_\_\_ to \_\_\_\_\_

Event \_\_\_\_\_ Event start time \_\_\_\_\_

Admission charge \_\_\_\_\_ Proceeds to be used for \_\_\_\_\_

Facilities Desired \_\_\_\_\_

School Equipment Desired \_\_\_\_\_

Name of Liability Insurance Carrier \_\_\_\_\_

***\*\*ATTACHMENT OF CERTIFICATE OF INSURANCE WHICH NAMES GREENCASTLE  
COMMUNITY SCHOOL CORPORATION AS THE CERTIFICATE HOLDER IS REQUIRED\*\****

Personnel to be assigned \_\_\_\_\_

The undersigned recognizes the School Board is obligated to the whole public for protection, proper use, and supervision of public school property; that such property is never for “rent” in the sense that commercial buildings and equipment are available; that school property cannot be used indiscriminately by individuals or small segments of the population – even when expense fees are paid; that school facilities must be in complete daily readiness for their designated function of educating school children.

The undersigned has read and fully understands the rules and regulations governing the use of these facilities and agrees to abide by same and be responsible for any damage to school property due to such use or occupancy and to strictly observe the rules and regulations for the School Board relative to the use of such facilities.

The undersigned warrants that this organization maintains in force a policy of public liability insurance underwritten by the above-stated insurance company and does hereby provide a “Certificate of Insurance” naming Greencastle Community School Corporation as the certificate holder. If requested by the School Board, the undersigned agrees to present a copy of its insurance policy, including all declaration pages.

Any use of school equipment to be used in conjunction with the use of school facilities must be requested in writing in the space provided above. This organization accepts full liability for any damage or loss to such equipment that may occur while it is being used by the organization, its members, or invited guests. Where required by the school corporation, no item of equipment may be used except when accompanied by a qualified operator.

This organization hereby agrees that it shall protect, defend, indemnify and hold harmless the Greencastle Community School Corporation, its board members, administrators, officers, agents, and employees, from and against any and all claims, damages, losses, direct or resulting from the organization's use of the school corporation's facilities or equipment. This agreement to indemnify and hold harmless shall apply even though the aforesaid damages or losses were caused or alleged to be caused by the joint, several, comparative, or sole fault or negligence, breach of contract, breach of warranty, strict liability, violation of statutory/regulatory requirement or other breach of duty by the school corporation.

The undersigned warrants that he/she is an authorized representative of this organization; and that he/she has been expressly authorized by the organization to execute this contract on its behalf and to legally bind the organization to all provisions of this contract.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Representative Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone

The above request does not interfere with the educational program of this school and this request is hereby approved. The use of the necessary facilities for the above dates has also been scheduled.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
School

The above request is for purposes permitted by the rules of the Greencastle Community School Corporation Board of School Trustees.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\$ \_\_\_\_\_ fee.

Make checks payable to the Greencastle Community School Corporation