

**SAN JUAN SCHOOL DISTRICT  
USE OF SCHOOL FACILITIES APPLICATION**

FOR OFFICE USE  
\$1,000,000 INSURANCE PROVIDED

Mail to: San Juan School District  
200 North Main  
Blanding, Utah 84511

\_\_\_\_\_ FOR USE AT (Name of school/building)

**COMPLETE WITH TYPEWRITER OR PRESS FIRMLY WITH BALLPOINT PEN** (PRESS HARD, THE LAST COPY IS YOURS!)

1. **NAME** Name of Applicant / Organization \_\_\_\_\_

Purpose \_\_\_\_\_ Will admission or other fee be charged? Yes ( ) No ( )

Address \_\_\_\_\_

Supervisor/Instructor \_\_\_\_\_ Telephone (home) \_\_\_\_\_ (work) \_\_\_\_\_

Alternate contact person \_\_\_\_\_ Telephone (home) \_\_\_\_\_ (work) \_\_\_\_\_

II. **FACILITIES REQUESTED** (Only those facilities and equipment specifically requested are to be used)

Specific Facilities Requested \_\_\_\_\_

Auditorium, Cafeteria, Kitchen, Gym, Classroom, etc.

Refreshments to be served Yes ( ) No ( )

\_\_\_\_\_ # ADULTS

\_\_\_\_\_ #CHILDREN

Special Equipment Needed \_\_\_\_\_

III. **TIME** Starting Date \_\_\_\_\_ End Date \_\_\_\_\_ Hours from \_\_\_\_\_ To \_\_\_\_\_  
Month/Day/Year Month/Day/Year

Day(s) of Week \_\_\_\_\_ District Person Assigned \_\_\_\_\_

IV. **AGREEMENT**

The undersigned hereby makes application to San Juan School District for use of school facilities described above and certifies that the information given in the application is correct. The undersigned further states that he has the authority to make this application and agrees that the applicant will observe all rules and regulations of the Board of Education and the Principal of the school in which the facilities are requested. The applicant agrees to exercise the utmost care in the use of the school premises and property and to hold San Juan School District harmless from all liability resulting from the use of said facilities and further agrees to use only those facilities indicated under item II above. Applicant further agrees to read and abide by the Rules and regulations set forth on the back of this application. The applicant further agrees to reimburse the San Juan School District for any damage arising from the applicant's use of said facilities. A minimum of \$1,000,000 of liability and property insurance will be secured.

PAYMENT OF RENTAL FEES; Determination of users who will pay a fee and the amount charged per hour will be decided by the District based on the latest established rental rates. Users will receive their copy of the Application Form with rental amounts indicated under item V. below. Rental fees are payable in advance to the San Juan School District, unless prior billing arrangements are made.

\_\_\_\_\_ I have read and agree to abide by the rules and regulations on the reverse side of this application  
(initial)

\_\_\_\_\_ I understand that user fees of \$ \_\_\_\_\_ are payable in advance to San Juan School District, unless prior billing arrangements are made.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

For School District Use

V. FEES Number of days scheduled \_\_\_\_\_

	Per Use	Extention
Equipment Fees		
Estimated room rental		
Total		

**SCHOOL DISTRICT APPROVAL**  
The above group has been classified

\_\_\_\_\_ Class 1 \_\_\_\_\_ Class 11 \_\_\_\_\_ Class 111

\_\_\_\_\_  
Signature of Building Principal

\_\_\_\_\_  
Date