

## ACALANES UNION HIGH SCHOOL DISTRICT 1212 Pleasant Hill Road, Lafayette, CA 94549 925-280-3966 rentals@auhsdschools.org

Permit ID#
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## **FACILITY RENTAL PERMIT APPLICATION**

Step 1: Fill out the application.

Step 2: Obtain Certificate of Insurance. (See page 9 of the Facility Rental Handbook for instructions)

Step 3: Email completed application and Certificate of insurance to rentals@auhsdschools.org

SCHOOL SITE REQUESTED:			Application Date:	
Acalanes HS	Campolindo HS	Del Valle	Las Lomas HS	Miramonte HS
ACCOUNT INFORMATION:				
Organization Name:				
Contact Name:	Emai	il:	Phone:	
Address:				
Billing Address:				
Non Profit ID# (if applicable) -	Please provide 501(c)(3) do	cumentation for Group I	l rate.	
GROUP CLASSIFICATION: (Dis	strict will determine Group (	Classification)		
Group I - District and School Use, School Connected Organizations  Group II - Gov't Agencies Organizations, and 501(		Agencies, Community	<b>Group III</b> - Commercial groups, businesses, & religious organizations.	
RENTAL INFORMATION:				
Event Description:				
No. of Spectators:	No. of Participants:	Use of Third Party	Vendors:	YES NO
FACILITY:				
Classroom Type	Black	ktop Basketball Court	Tennis Co	urt - 1
Library		s Field	Tennis Co	urts - 2 or more
Multi-Use Room/Ca	afeteria Parki	ing Lot	Track & Fi	eld with lights
Gym - large	Pole	Vault	Track & Fi	eld w/o lights
Gym - small	Snac	k Shack	Theater	<del>-</del>
Weight Room	Socc	er Field	Pool	
Baseball Field - 60'	Softk	oall Field	Temporar	y Storage Space
Baseball Field - 90'	Stadi	ium Field with lights		
Batting Cage	Stad	ium Field w/o lights		
EVENT DATES/TIMES:	2 hour rental minimum plus o	custodial set un & clean-un	Hours of use must be het	ween 6a-10n
DAY	DATE(S)	custodiai set up & cicuii up	START TIME	END TIME
57	27.112(0)		317111111111111111111111111111111111111	2110 111112

<sup>\*</sup> Alcohol, tobacco products, e-cigarettes, marijuana, drugs, and weapons of any kind are NOT allowed at any AUHSD facility at any time.



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<b>EQUIPMENT:</b> (There is a separate charge for equipment of the separate charge for each of the separate charge for eac	icht rental and extra set-up/cical	-up nours will appry.
Bleachers: Qty	Projector Screen	Colorado Timing Equipment
Folding Chairs: Qty	Projector	Colorado Scoreboard
Tables: Qty	P.A. System & microphone	Sound Booth
HVAC	Podium	Theater Lighting
STAFFING: (District use only)		
AV Technician (for P.A. System, theater so	und, theater lighting, stadium sou	nd, etc.)
Pool Manager		
	Cafeteria Attendant	
Custodial will be charged for all events at the hourly	rate listed on the Schedule of Fe	es.
LIST ADDED STRUCTURES/EQUIPMENT TO BE BROU	GHT RY LISER TO EACILITY AND/C	OR SPECIAL INSTRUCTIONS:
EIST ADDED STRUCTURES, EQUIT MENT TO BE DROOT	GIT DI OSER TO TACIETT AND C	NOTEGIAL MOTROCHORS.
		_
I hereby certify that I am authorized by the organization na	amed on this document to execute on	its behalf. In doing so, the
organization agrees and consents to the terms and condition		<del>-</del>
of the Acalanes Union High School District governing the us	_	- · · · · · · · · · · · · · · · · · · ·
		Initial
<b>DISCLAIMER FOR NON SCHOOL ORGANIZATIONS:</b> Except f	for school based organizations, all org	anizations using school facilities
must make it known that neither the Board nor the admini	stration have endorsed the users' act	ivities. Any advertisement, circular,
and/or flyer must contain this language, "Acalanes Union F	ligh School District does not endorse	nor support the program or
individuals in this activity."		
		Initial
HOLD HARMLESS AGREEMENT: To the fullest extent permi		-
and its Board, officers, agents and employees against any a expenses, or costs of any kind or character arising out of A		= :
negligence on the part of District, Board, officers, agents ar		
POLICIES AND PROCEDURES: Please make sure you have re	ead the entire AUHSD FACILITY USE RE	ENTAL HANDBOOK before submitting
this application. I have read and understand the policies, to	erms, and conditions in the AUHSD Fa	cility Use Rental Handbook.
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		Pacid: Foo Schodula
Sianature	 Date	Rec'd: Fee Schedule  Initial
- <b>3</b> · · · ·		Initial
After receipt of your application, the Facility Rental Repres	entative will contact you via email wit	Initial th your preliminary approval and
After receipt of your application, the Facility Rental Repres your invoice for pre-payment of your rental. Once AUHSD	entative will contact you via email wit receives your pre-payment for your ex	Initial th your preliminary approval and vent and a COI, you will receive your
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After receipt of your application, the Facility Rental Repres your invoice for pre-payment of your rental. Once AUHSD of permit for facility use. If you have any questions, please cal	entative will contact you via email wit receives your pre-payment for your ev Il (925) 280-3966 or email <u>rentals@au</u>	Initial th your preliminary approval and vent and a COI, you will receive your shadened by the
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