

**DELL RAPIDS SCHOOL DISTRICT
APPLICATION FOR USE
Facilities Use Agreement**

Individual/Group requesting facility: _____

By: _____ Title: _____

Address of Responsible Person: _____ Phone #: _____

School Facility to be used: _____

Date(s) of Activity: _____ Hours: _____

Rental Regulations – Attached (Policy KG, Regulation KG-R)

- A. Facilities cannot be rented or used when such activity conflicts with scheduled Dell Rapids school activities.
- B. The group/individual requesting the use of the facilities must abide by district policy and the following:
 - 1. Responsible for any damage beyond normal wear on the facilities.
 - 2. Use or consumption of any alcoholic beverages or illegal drugs is prohibited on any school premises or property.
 - 3. The proper policing of rented facilities and parking lot areas being used by the renting party and their guests.
 - 4. Permission must be granted by the building principal or athletic director prior to set up and usage of P.A. systems.
 - 5. This form must be signed and dated by the requesting group/individual and the building principal or athletic director prior to final approval for use of the requested facility. This form must be submitted to the building principal at least three (3) days prior to the desired date for use.
 - 6. The group/individual requesting the use must provide monitors or proper supervision for the event.

The undersigned, on behalf of _____ hereby indicates that he/she has read and agrees to comply with the policy and procedures governing the use of school facilities. The undersigned assumes all and exclusive responsibility and liability for any injury to persons, damage to school facilities or school personal property that may result from use of said facility.

The undersigned assumes all and exclusive responsibility for the preservation of order and the sole responsibility for any injury to persons, damage to school facilities or school or personal property, or loss of school or personal property that may result from this use.

The Dell Rapids School District will not be responsible for any materials, equipment, or personal belongings left in the building. The undersigned agrees to indemnify and hold the Dell Rapids School District, its agents and servants, and employees harmless from and against all claims and expenses for it, including attorney fees. The undersigned represents that he/she has authority to bind the organization.

Dated this: _____ day of _____ 20 _____

Requesting Group/Individual

(Name)

Dell Rapids School District Personnel

(School Official)

(By)

(Title)

(Title)

(Date)

FACILITY USE FEES

	Resident Non-Profit	Non-Resident Non-Profit	Resident For-Profit	Non-Resident For-Profit
Track	No Charge	\$15.00/hr.	\$27.00/hr.	\$40.00/hr.
HS Gym	No Charge	\$20.00/hr.	\$32.00/hr.	\$45.00/hr.
ES Gym	No Charge	\$15.00/hr.	\$27.00/hr.	\$40.00/hr.
MS Commons	No Charge	\$20.00/hr.	\$32.00/hr.	\$45.00/hr.
MS Commons with Kitchen Servery (no food prep)	No Charge	\$25.00/hr.	\$37.00/hr.	\$50.00/hr.
MS Commons with Kitchen Servery and Food Prep Area	Charge from LSI for personnel	\$25.00/hr. plus Charge from LSI for personnel	\$37.00/hr. Plus charge from LSI for personnel	\$50.00/hr. Plus charge from LSI for personnel
HS Commons	No Charge	\$15.00/hr.	\$23.00/hr.	\$35.00/hr.
Classroom (availability limited)	No Charge	\$15.00/hr.	\$23.00/hr.	\$35.00/hr.

Football field, football practice field, science rooms, band room, shop, weight room – use and charges (comparable to charges for rooms listed above) must be authorized in advance by the school board at a regularly scheduled school board meeting.

Rental fees for S.D.H.S.A.A. district and region tournament games will be as set by the district and region committees.

The school board reserves the right to waive any or all fees. All waivers must be approved in advance at a regularly scheduled school board meeting.

User fees are assessed to cover utilities, maintenance, and custodial and administrative costs. User fees shall be based upon the following criteria: (1) status of the user as resident or nonresident, (2) status of the user as being “for-profit” or “non-profit.” and (3) District direct or indirect expenses incurred due to facility being used for non-school purposes.

1. The application for use shall identify the applicant as resident or nonresident and as being “for-profit” or “non-profit”
2. “Resident user” is defined as a person residing within the Dell Rapids School District or entity having its principal place of business located within the Dell Rapid School District. Any user not meeting the definition of “resident” shall be deemed to be a “nonresident.”
3. A “for-profit” user is a user (person or entity) which is in business for the purpose of generating a financial profit for the user and the user, in his/her/its sole discretion, determines how that profit is to be distributed.
4. A “non-profit” user is a user which is organized under rules (such as a non-profit corporation) that prohibit the distribution of profit to any person or persons and all profit generated by the user after payment of expenses are reinvested in objectives of the non-profit user. “Non-profit” users include organizations with IRS 501c3 status and organizations with State of South Dakota non-profit status. The superintendent of school may also recognize as “non-profit” organizations that exist solely to provide programs and services that are of public benefit and do not charge any fees or admissions for their activities. *For purposes of assessing the user fee the “for-profit” and “non-profit” distinction applies to the type of user and not the activity or event for which the school facility is to be used by the user.*
5. The Dell Rapids School District may require verification in a manner determined by the District from an applicant of the applicant’s residency and/or non-profit status for the purpose of determining the applicable user fee and prior to granting the applicant the use of school facilities.

Equipment Use Fees				
Equipment use will be charge at the following rates. Actual cost for personnel to operate equipment, if needed, will be charged in addition to the use charges.				
	Resident Non-Profit	Non-Resident Non-Profit	Resident For-Profit	Non-Resident For-Profit
Football field/track lights				
Stage lights				
Sound system				
Projection equipment				
Concession stand				
Athletic equipment				
Computer equipment				
Air conditioning				