



**MORELAND SCHOOL DISTRICT**  
 INDOOR USE OF DISTRICT FACILITIES (2011-2012)  
 REQUEST FORM

<b>Organization Name:</b> _____	<b>Website:</b> _____
<input type="checkbox"/> <b>For-Profit</b>	<input type="checkbox"/> <b>Not-for-Profit</b>
	<b>Tax ID#:</b> _____
<b>Program Contact Person:</b> _____	
<b>Phone #:</b> _____	<b>E-mail Address:</b> _____
<b>Facilities Requested:</b> _____	
<b>Intended Use:</b> _____	
<b>Use Dates:</b> _____	<b>Use Times:</b> _____ (Attach extra sheets if necessary)

BY APPLICANT'S SIGNATURE BELOW, THE FACILITY USER AGREES TO ABIDE BY ALL RULES AND REGULATIONS GOVERNING THE USE OF THE DISTRICT'S FACILITIES AND THE CONDUCT OF ALL MEETINGS. FACILITY USER FURTHER ACKNOWLEDGES THAT FACILITY USE IS CONTINGENT UPON FULL COMPLIANCE WITH THESE RULES AS WELL AS ANY SITE RULES SPECIFIED BY THE SITE ADMINISTRATOR.

*ALL PERMISSIVE USERS, WHOSE USE IS NOT MANDATED BY THE CIVIC CENTER ACT, AGREE BY THEIR SIGNATURE BELOW TO HOLD THE MORELAND SCHOOL DISTRICT, ITS GOVERNING BOARD AND THE INDIVIDUAL MEMBERS THEREOF AND ALL DISTRICT OFFICERS, AGENTS AND EMPLOYEES FREE AND HARMLESS FROM ANY LOSS, DAMAGE, LIABILITY, OR EXPENSE THAT MAY ARISE OUT OF, OR IN ANY WAY BE CONNECTED WITH THIS FACILITY USE AGREEMENT. HOWEVER, THIS AGREEMENT DOES NOT PERTAIN TO LOSSES OR INJURIES THAT ARE THE RESULT OF THE SOLE NEGLIGENCE OF THE DISTRICT.*

APPLICANT MUST SUBMIT THIS FORM TO THE SITE ADMINISTRATOR FIFTEEN (15) WORKING DAYS PRIOR TO THE DATE OF USE TO INSURE TIME FOR PROCESSING. APPLICANT ACKNOWLEDGES THAT THE DISTRICT'S WILLINGNESS TO RENT THIS FACILITY IS CONTINGENT UPON APPROVAL BY THE SITE ADMINISTRATOR AND BY THE DISTRICT'S BUSINESS SERVICES DEPARTMENT. PERMISSION WILL NOT BE GRANTED UNTIL ALL NECESSARY DOCUMENTS SUCH AS CERTIFICATES OF INSURANCE ARE RECEIVED BY THE DISTRICT. USER WILL BE MAILED A COPY OF THE AGREEMENT FOR THE USE OF SCHOOL FACILITIES WHEN PERMISSION IS GRANTED AND THIS COPY OF THE AGREEMENT SHOULD BE CARRIED BY THE USER AS PROOF OF PERMISSION FOR FACILITY USE.

IN ACCORDANCE WITH EDUCATION CODE SECTIONS 38135-38136, THE FACILITY USER ACKNOWLEDGES THAT THE SCHOOL PROPERTY FOR USE OF WHICH APPLICATION IS HEREBY MADE WILL NOT BE USED FOR THE COMMISSION OF ANY ACT INTENDED TO FURTHER ANY PROGRAM OR MOVEMENT, THE PURPOSE OF WHICH IS TO ACCOMPLISH THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES BY FORCE, VIOLENCE OR OTHER UNLAWFUL MEANS, AND THE FACILITY USER IS NOT A COMMUNIST-ACTION ORGANIZATION OR COMMUNIST FRONT ORGANIZATION REQUIRED BY LAW TO BE REGISTERED WITH THE ATTORNEY GENERAL OF THE UNITED STATES. THIS STATEMENT IS MADE UNDER THE PENALTIES OF PERJURY.

**The application fee is \$37.00 weekday or \$74.00 for weekend. Contact Moreland Operations Office for an estimate: (408) 874-2971 or [mgrimaldo@moreland.org](mailto:mgrimaldo@moreland.org). A 48 hour advance notice is required prior to termination or change to this agreement. Fees are due prior to using the facility. Permission for use of facility may be revoked at the discretion of MSD. Certificate of Liability Insurance naming MSD as additional insured including endorsement page must be on file prior to using facility.**

\_\_\_\_\_  
 Signature of Responsible Person/Officer \_\_\_\_\_  
 Print Name

**Billing Contact Name** (if different): \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**Billing Phone #:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

**MSD Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_