



# COMMUNITY BUILDING USE CONTRACT

Uintah School District  
635 West 200 South  
Vernal, UT 84078  
(435) 781-3100

Date: \_\_\_\_\_ Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

School Requested: \_\_\_\_\_ Date(s) of Use: \_\_\_\_\_

Entry Time: \_\_\_\_\_ Start Time: \_\_\_\_\_ Exit Time: \_\_\_\_\_

List of Rooms Needed: \_\_\_\_\_ or circle below.

Gym Auditorium Kitchen \* (must hire cook) Multipurpose  
Music Computer Lab Regular Classroom # \_\_\_\_\_

List of Special Equipment Needed: \_\_\_\_\_ or circle below.

Microphone Piano Stage Lights Tables Chairs  
House Lights\* House Sound System\* \*Must hire USD technician

**Note: rental of audiovisual equipment is not allowed.**

Type of activity: \_\_\_\_\_ Approx # of participants: \_\_\_\_\_

Will admission be charged? Yes \_\_\_\_\_ No \_\_\_\_\_

Is this an activity for youth at no cost to the youth? Yes \_\_\_\_\_ No \_\_\_\_\_

Proof of liability insurance coverage equal to coverage by Risk Management is attached \_\_\_\_\_

Building Fee: \_\_\_\_\_ Supervision Fee: \_\_\_\_\_ Custodial Fee: \_\_\_\_\_ Other: \_\_\_\_\_

Technician Fee: \_\_\_\_\_ Cook Fee: \_\_\_\_\_ TOTAL COST: \_\_\_\_\_

Fees Due Seven Days Prior to use: Ck# \_\_\_\_\_ Date: \_\_\_\_\_ Please invoice: \_\_\_\_\_

### PLEASE READ CAREFULLY:

- Applicant or sponsoring organization shall provide competent adult supervision at all times. Building supervisor shall not be called upon to supervise programs of applicant.
- Applicants are responsible for providing any special supervision needed, i.e. police protection, parking supervision, etc.
- Arrangements for any special equipment, facilities, or personnel shall be made at the time the rental contract is issued.
- Smoking and alcoholic beverages are not permitted in school buildings. Firearms are not permitted in school buildings.
- Use of materials on walls, floors, or other parts of the building is prohibited without special approval of the building official and building administrator.
- Electrical equipment cannot be used without specific approval of the building official and administrator.
- Rental contracts are non-transferable.
- Applicant agrees to pay all damages done to buildings, including floors, grounds or equipment during and because of activity.
- No outside properties or equipment may be brought into the building without prior approval of the building official and equipment shall be removed immediately following its use. The school board or its agent is not responsible for damages to such property and equipment.

**I have read the contract and regulations above governing use of Uintah School District facilities and agree to abide by them.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### Official Use- Uintah School District:

Paid Supervision or Waiver will be provided by: \_\_\_\_\_

\*Note- Waiver must be attached to avoid charges for supervision.

There has been notification to the following:

HVAC \_\_\_\_\_ Bldg. Security \_\_\_\_\_ Technician \_\_\_\_\_ Cook \_\_\_\_\_ Custodian \_\_\_\_\_ Supervisor \_\_\_\_\_

Approved by School \_\_\_\_\_ Date \_\_\_\_\_ Approved by District \_\_\_\_\_ Date \_\_\_\_\_