

**BUILDING RENTAL CONTRACT
INDEPENDENT SCHOOL DISTRICT #23
FRAZEE-VERGAS PUBLIC SCHOOLS**

Date: _____

THIS AGREEMENT IS MADE BETWEEN INDEPENDENT SCHOOL DISTRICT #23 AND:

ORGANIZATION NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

Function: _____

Purpose: _____

Type of Activity: _____

Anticipated Attendance: _____

Facilities Wanted: _____

Special Instructions: _____

Admission Charged: Yes _____ No _____

Date(s) Needed: _____ Start Time: _____ End Time: _____

Fees:

Rental Area(s): _____ \$ _____

Equipment Used _____ \$ _____

_____ \$ _____

Deposit Amount: _____ \$ _____

Custodian Overtime: _____ \$ _____

Kitchen Worker Overtime: _____ \$ _____

Other Expenses : _____ \$ _____

Total: _____ \$ _____

Payment for use of these facilities should be made by the first of the month following the date of the function. Check is payable to the Frazee Public Schools, attn: Business Office, Box 186, Frazee, MN 56544.

SPECIAL PROVISIONS OF THIS AGREEMENT FOR SPONSOR OF ACTIVITY:

We agree to enforce all regulations of the school in using this facility.

1. We will not allow smoking in any part of the school buildings and grounds and agree to enforce this regulation.
2. No drinking will be permitted in any part of the building, and we agree to enforce this regulation.
3. Persons attending meetings must confine themselves to the rooms and corridors assigned to their use.
4. Disorderly conduct of any kind is prohibited and is punishable by removal from the building or grounds.
5. To indemnify and hold harmless the school district for any and all damage to the school or property by any person or persons attending the affair, and likewise to indemnify and hold harmless the school district against all liability and all damages to any person or persons attending the affair, and likewise to indemnify and hold harmless the school district against all liability and all damages to any person or persons for injuries including death. Responsibility for loss, breakage, or need of repair, of any piece of equipment rests with the organization renting the facility and the person signing this agreement will report same to Superintendent of Schools, Box 186, Frazee, MN 56544.
6. No school equipment is to be provided as part of this contract unless specifically stated in this contract and school equipment shall be supervised by school personnel only.

FRAZEE-VERGAS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #23

ORGANIZATION
RENTING FACILITIES

By: _____
Authorized Signature

By: _____
Authorized Signature

Date: _____

Date: _____

Signature of employee in lieu of custodian: _____

As an employee in charge in lieu of custodian, I agree to:

1. Secure building (check all doors and windows to insure building is locked when leaving.)
2. Turn off lights and other electrical equipment.
3. Responsible for controlling access to unauthorized personnel.
4. Responsible for monitoring children's behavior during play practice.
5. Report all emergency situations and/or injuries immediately to the superintendent.