

Fannin County Agriculture and Environmental Science Facility
 43 Station Ridge Road - Blue Ridge, GA 30513 - phone: 706-632-2013 or 706-632-2081
 David Henson, FCHS CTAE Supervisor - email: dhenson@fannin.k12.ga.us

Facility Use Contract

Name of Group/Organization _____

Address/City/State/ZIP _____

Contact Person _____ Telephone Number _____

Date(s) to Reserve Facility _____ Time _____ AM/PM to _____ AM/PM

Date(s) to Reserve Facility _____ Time _____ AM/PM to _____ AM/PM

Describe Event or Activity _____

Approximate Number of People to Use Facility _____

Areas of Facility Requested:

Facility	Rate	Total
Agriculture Indoor Arena	\$200	
Agriculture Indoor Arena with Kitchen	\$250	

Terms of Use:

- The application should be submitted at least 30 days in advance of anticipated use.
- Any and all fees due should be paid at least five days in advance of anticipated use.
- All activities conducted in school facilities are to be in compliance with all local, state, and federal laws and shall conform to existing and relevant school board policies.
- The organization will be responsible for making arrangements for the facility to be unlocked prior to use and locked immediately following use. The organization will also be responsible for any damage incurred during the allotted time.
- All promotional materials - newspaper ads, online notices, television notices, radio spots, flyers, brochures, etc. must be submitted and approved prior to distribution.
- Adequate security must be provided by a Certified Law Enforcement Office. Security personnel are assigned by the CTAE Directors office at the rate of **\$25 per hour** per person and payment must be made directly to that individual.
- The organization is responsible for ensuring that the facility is returned in a state of cleanliness and in the same condition as when made available for use. Custodial services are charged at the rate of **\$25 per hour** per custodian and payment must be made directly to that individual. Services are to be organized prior to the event.
- Sound and projector use will be provided for **\$25 per hour** and payment must be made directly to that individual.
- Failure to comply with the terms of these procedures and/or Fannin County Board of Education Policy may result in the organization and the designated contact person not being allowed to use school facilities in the future.

Hold Harmless Agreement:

The undersigned, on behalf of the named entity, and in consideration of the permit to use the premises, buildings, facilities or equipment of the Fannin County Board of Education, does hereby agree to indemnify and hold harmless the Fannin County School District, the Fannin County Board of Education, and any of its agents or employees from any and all loss or damage that may arise during or be caused in any way by the use of the facility. The undersigned specifically agrees to indemnify the Fannin County School District for any damages done to the building or any other property or equipment owned by the Board of Education as well as any claim of damages made by anyone else arising out of the use of the facility. I understand that both the group/organization requesting use of the agriculture facility and I, individually, am responsible for the fees charged and supervision of the event and for any and all damages to any facility equipment used. I hereby state that the information in this application is true and accurate and that, if approved, I will abide by the rules and regulations for the use of public school buildings as set by the Fannin County Board of Education.

Tenant Liability Insurance:

Any group or organization engaged in a recreational, physical or performing arts activity must maintain and provide proof of a minimum of \$1 million in liability insurance coverage applicable to the use of the facilities and effective during the duration of the facility use agreement. If insurance must be obtained, the Georgia State Board of Education recommends

<http://www.campusconnexions.com/products/tenantuserliabilityinsurancepolicy.aspx>

I hereby state that the information in this application is true and accurate and that if approved, I will abide by the rules and regulations for the use of public school buildings as set by the Fannin County Board of Education.

Signature of Person Making Request

Date Signed

Administration Signature

Date Signed

Approved: _____ YES _____ NO

School Governance Team/Action of Board of Education Approved: _____ YES _____ NO

Date _____