

**MAINLAND REGIONAL HIGH SCHOOL  
COMMUNITY AQUATIC CENTER  
Linwood New Jersey**

**APPLICATION FOR USE OF AQUATIC FACILITIES**

**DATE** \_\_\_\_\_ **DATE APPROVED** \_\_\_\_\_

**NAME OF ORGANIZATION** \_\_\_\_\_

**ADDRESS OF ORGANIZATION** \_\_\_\_\_

**DATE(S) REQUESTED** \_\_\_\_\_

**TIMES: FROM** \_\_\_\_\_ **AM/PM** **TO** \_\_\_\_\_ **AM/PM**

**SPECIFIC PURPOSE OF USE** \_\_\_\_\_

**NAME OF PERSON RESPONSIBLE** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **E-MAIL** \_\_\_\_\_

**ADMISSION CHARGE** \_\_\_\_\_

I have read the rules and regulations pertaining to the use of school facilities and agree to be responsible that said rules and regulations are observed.

\_\_\_\_\_  
Signature of Person in Charge

Use this space to request FACILITIES / EQUIPMENT.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

**Facility Usage Recommended** \_\_\_\_\_ **Not Recommended** \_\_\_\_\_ **Unavailable** \_\_\_\_\_

**Usage reserved on school calendar** \_\_\_\_\_  
Director of Facilities \_\_\_\_\_ Date \_\_\_\_\_

**Usage Approved** \_\_\_\_\_ **Not Approved** \_\_\_\_\_  
Superintendent \_\_\_\_\_ Date \_\_\_\_\_

**CC:** \_\_\_\_ Aquatic Director  
\_\_\_\_ Athletic Director

**RULES AND REGULATIONS GOVERNING THE USE OF SCHOOL FACILITIES**

1. Two (2) documents constitute an official Application for Use of School Facilities:
  - (a) The attached application form
  - (b) The enclosed Agreement properly executed
  - (c) A certificate indicating that the Board of Education is covered by the user's liability insurance in connection with this use of school property. Coverage requirements are as follows:  
 Commercial General Liability with a \$500,000 Combined Single Limit of Liability for Bodily Injury and Property Damage, including Blanket Contractual, Premises and Products Liability.  
 Mainland Board of Education must be named as additional insured.
2. Application must be received sixty (60) days prior to usage date.
3. No reservations will be made until the application is approved by the Board of Education and a permit issued to the applicant.
4. A check in the proper amount shall be delivered to the Board of Education upon receipt of approval for use of the facilities at least ten (10) days prior to the date of use.
5. No smoking in the school building.
6. No alcoholic liquors or beverages will be brought to or consumed in the building or on the grounds.
7. Putting up decorations or scenery, or moving pianos or other furniture is not permitted unless special permission is granted.
8. Nothing shall be sold, given, exhibited or displayed unless disclosed in the application.
9. The Board of Education or its representatives shall have access to all areas of the building at all times.
10. The building and equipment shall be left in a clean and orderly condition.
11. The applicant is responsible for the observance of all ordinances and rules of the police and fire departments and for the preservation of order, including both participants and spectators.
12. Violations of any of the above conditions may be cause for depriving the group of the immediate or further use of the school.
13. The applicant agrees to reimburse the Board of Education or the school promptly for any loss or damage occurring to the building or any equipment during use by the applying organizations.
14. Applications will not be approved more than six (6) months in advance of use except at the discretion of the Board of Education.
15. A site Manager will be assigned by the Board of Education

**FEE SCHEDULE FOR USE OF SCHOOL FACILITIES**

Area	Per Day	Four Hours	Hourly Fees	Overtime	Public for Profit/Non Profit
GYM	\$300.00	\$150.00			Public for Profit
GYM	\$150.00	\$75.00			Non Profit
Field Use	\$100.00	\$50.00			Public for Profit
	\$50.00	\$25.00			Non Profit
Auditorium	\$500.00	\$250.00			Plus site manager & custodial coverage
<i>Each Additional Day</i>	<i>\$150.00</i>				<i>Plus site manager &amp; custodial coverage</i>
Classroom	\$50.00				Up to four microphones included Public for Profit
Cafeteria	\$500.00	\$250.00			Public for Profit
Aquatic Center	\$600.00	\$300.00			Public for Profit
	\$300.00	\$150.00			Non Profit
Custodial Coverage			\$45.00	\$65.00	Double-Time Only
Life Guard			\$15.00		\$15.00 per hour one life guard
Auditorium Site Manager			\$32.50	\$48.75	
Stage Crew			\$30.00	\$45.00	Lighting, sound, backstage man
Dance Floor Installation			\$150.00		Floor installed w/crew
Additional Mics			\$15.00		Each Microphone per day

