

**Natalia ISD School Use of District Facility Use Agreement – Form Needed for Each Facility or Area**

Date of Request: \_\_\_\_\_

Name of Organization: \_\_\_\_\_ Requestor \_\_\_\_\_

Contact Number and email address: \_\_\_\_\_

Does your organization have insurance? \_\_\_\_\_ Attach proof of insurance

**Check Appropriate Box(es) and Include Requested Information:**

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**Building Usage- only the following facilities are available for non-school use (long-term usage fees may be negotiated). Each rate includes one custodian:**

- \_\_\_\_\_ High School Gym \_\_\_\_\_ \$60.00 per hour - for games only
- \_\_\_\_\_ Junior High School Gym \_\_\_\_\_ \$50.00 per hour
- \_\_\_\_\_ Elementary Gym \_\_\_\_\_ \$30.00 per hour
- \_\_\_\_\_ Football Field **games only** \_\_\_\_\_ \$100.00 per hour
- \_\_\_\_\_ Baseball Field **games only** \_\_\_\_\_ \$75.00 per hour
- \_\_\_\_\_ Softball Field **games only** \_\_\_\_\_ \$75.00 per hour
- \_\_\_\_\_ Football Concession Stand \*\* \_\_\_\_\_ \$30.00 per hour – no items may be stored onsite
- \_\_\_\_\_ SB/BB Concession Stand \*\* \_\_\_\_\_ \$30.00 per hour – no items may be stored onsite
- \_\_\_\_\_ Practice field behind high school without restrooms or concession stand – no charge
- \_\_\_\_\_ Grassy area in front of high school without restrooms or concession stand – no charge
- \_\_\_\_\_ Grassy area behind JH Gym without restrooms or concession stand – no charge
- \_\_\_\_\_ **Attach a detailed schedule of dates and times requested – no other times are approved**

\*\* The number of hours used must match the number of hours the field is used for each day

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**Additional Custodial Services**

\$40.00 per hour/custodian for cleanup of buildings and fields – **minimum of 2 hours**

Number of additional custodians requested: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_ Number of hours \_\_\_\_\_

\_\_\_\_\_ **Attach detailed schedule of dates and times if needed for more than one day.**

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**Keys**

**Natalia ISD does not issue building keys or key cards to anyone who is not employed by Natalia ISD.**

- \_\_\_\_\_ Employee is assigned to the event to open and close
- \_\_\_\_\_ Outdoor event – no keys required
- \_\_\_\_\_ School keys issued to a school employee/organization volunteer

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\_\_\_\_\_  
**Signature of Requestor**                      **Date**

\_\_\_\_\_  
**Signature of Athletic Director**    **Date**

\_\_\_\_\_  
**Signature of Operations Director**    **Date**

\_\_\_\_\_  
**Approval of Superintendent**    **Date**

**A deposit of 20% of the anticipated total is required prior to use and will be applied to the total usage fee. Organizations will be billed on a weekly basis.**