



APPLICATION FOR USE OF SCHOOL FACILITIES FOR PUBLIC PURPOSES
SCHOOL SITE _____

TO BE SUBMITTED 14 DAYS IN ADVANCE OF DATE REQUESTED
PAYMENT DUE 10 DAYS IN ADVANCE

The undersigned hereby applies for use of school property for public purposes in accordance with the Policies, Rules and Regulations of the Board of Education.

SPONSORING ORGANIZATION OR GROUP _____
 NON PROFIT TAX ID # _____ E-MAIL ADDRESS _____
 GROUP ADDRESS _____ CITY _____ ZIP _____
 TELEPHONE _____ FAX _____ CELL _____ PERSON IN CHARGE _____
 PLEASE DESCRIBE THE EXACT NATURE AND PURPOSE OF YOUR GROUP _____

DESCRIPTION OF PROGRAM OR ACTIVITY: _____

Is activity open to the public YES NO _____

Will admission fees be charged YES NO _____

Will contributions or other fees be solicited at the meeting? YES NO _____

If charge is made or contributions are solicited, please describe the purpose for which money will be used _____

DAY	MONTH	DATE	YEAR	TIME	MPR _____
					CLASSROOMS (QTY) _____ RM#'S _____
					CHAIRS (QTY) _____ TABLES (QTY) _____
					Special Equipment needed _____

****All Kitchen use must be approved by Student Nutrition (951) 506-7919**

INSURANCE REQUIREMENT

The applicant agrees to furnish such liability or other insurance for the protection of the public and the District as the District may require. The District requires that you provide a Certificate of insurance naming the District as **ADDITIONAL INSURED** in the minimum amount of **\$2 Million property damage** and **\$2 million for bodily injury** or **\$2 million for each occurrence**.

INSURANCE EXPIRES ON _____

STATEMENT OF APPLICANT

Applicant hereby agrees to hold the Temecula Valley Unified School District, its Board of Trustees, the individual members thereof, and all District Officers, Agents, and Employees free and harmless from any loss, liability, cost or expense that may arise during or be caused in any way by such use or occupancy of school property. I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant of payment of all charges assessed for the use of the above premises and for any damages sustained by the school building, furniture, equipment, and or grounds accruing through the occupancy or use of said building and/or grounds by the applicant. I, the undersigned, hereby certify that I have read and agree to abide by the rules and regulations accompanying this application, as set forth in the policies of the Board of Education and according to the law of the State of California.

NOTE: The person signing this application and the statement above must be a member of the sponsoring organization. If the person signing is not an officer of the organization for whom the application is made, written authorization must be submitted from the applicant group to sign the foregoing application.

DATE: _____ Signature _____ Title _____

DO NOT WRITE BELOW THIS LINE

LABOR CHARGES

Custodial Personnel _____ Grounds Personnel _____ Student Nutrition _____

PRINCIPAL: APPROVED DENIED
 Reason, if disapproved: _____

SIGNATURE OF PRINCIPAL _____ DATE _____

DISTRICT: APPROVED DENIED
 Reason, if disapproved: _____

SIGNATURE _____ DATE _____ Reservation # _____