



GWINNETT COUNTY BOARD OF EDUCATION
CHARGES FOR USE OF SCHOOL FACILITIES

Name of Renter _____ Organization _____ Phone _____

Address _____ City _____ State _____ Zip _____

REASON FOR RENTAL _____ TOTAL PARTICIPANTS _____

This permit, issued this date _____ from the Gwinnett Board of Education to _____
 _____ to rent facilities at _____ School.

The Gwinnett County Board of Education, for and in consideration of the premises and stipulations hereinafter contained, does hereby permit the user of the above described space, hereafter referred to as Premises; to use for a term commencing on

_____ and ending on _____

	LOCATION	DATE(S)	HOURS	COST/HOUR	COST
1	CLASSROOM				
2	ELEMENTARY ACTIVITY BLDG				
3	MIDDLE/ HIGH SCHOOL GYMNASIUM				
4	THEATER/ATRIUM/COMPUTER LAB				
5	LUNCHROOM/COMMONS/MEDIA CENTER				
6	LIGHTED TENNIS COURTS/FIELDS				
7	BATTING CAGE (INDOOR)				
8	BATTING CAGE (OUTDOOR), FIELD/TRACK				
9	CUSTODIAL				
10	SECURITY				
11	SUPERVISOR				
12	PARKING LOT				
13	OTHER				

Processing Fee

Security / Damage Deposit

TOTAL \$

General liability insurance in the amount of no less than \$1 million is required in addition to the above fee structure. A certificate of insurance must be provided at the time the contract is signed.

 Signature of User Date

 Cell Phone/E-Mail Address

 Signature of Community School Director Date

 Cell Phone/E-Mail Address

Signatures on this document indicate that the signer has read, understands, and agrees to abide by the rules and regulations outlined herein and in the document entitled "PERMIT FOR USE OF SCHOOL FACILITIES."

PERMIT FOR USE OF SCHOOL FACILITIES

1. The user shall pay to _____ School in advance, the sum of \$ _____, as a permit fee, plus any additional sums due under this permit. A copy of charges for use of school facilities can be obtained from the Community School Director and or school principal.
2. Activities on the premises shall be compatible with the purposes for which the premises were built and must be in keeping with all laws and regulations.
3. The user accepts the premises in its present condition. The school shall not be required to make any repairs or improvements on the premises. The user shall not cause or allow any waste, damage or injury to the premises.
4. The user shall not and cannot assign this permit.
5. No alteration, addition or improvement to the premises shall be made by the user without the school's prior written consent. Concession sales must be approved by the principal.
6. It is expressly agreed and understood that the user releases the school from any and all damage or injury to person or property of the user or your invitees, and licensees, or any others suffered upon or around the premises and will hold the school harmless from all damages sustained during the term of use.
7. The user shall indemnify and protect the school against all liabilities, expenses and losses, if any incurred by the school as a result of a) your failure to perform any covenant required to be performed by the user hereunder; b) any accident, injury or damage which shall happen on or about the premises or appurtenances, or on or under the adjoining areas, or resulting from the condition maintenance or operation of the premises or the adjoining areas; c) failure to comply with any requirement of any governmental authority including the school system.
8. At the expiration of the permitted use term, the user shall surrender the premises in as good condition as it was at the beginning of the term. The school is not responsible for any equipment or materials left on the premises.
9. If the user defaults in any of the obligations under this permit or violates any terms thereof, the school may terminate this permit.
10. It is expressly understood and agreed that if at any time the premises is needed for educational purposes, the user shall relinquish its possession and the school shall return any unused portion of rent.
11. A school system employee must be present when a non-school group uses a school facility. When a nonprofit youth group uses a facility for an extended period such as a winter season, a school system employee must open and close the facility. This employee must be responsible for cleaning the facility or checking to make certain that the non-school group has properly cleaned the facility and returned equipment to its proper place.
12. Gwinnett County Public School system is a tobacco and alcohol free facility.
13. The facility contract agreement is governed by O.C.G.A. 51-1-53.
14. "Lessee will not permit, encourage, condone, or allow the possession of weapons by any person on school district property. Lessee shall immediately report any person found to be in possession of a weapon on school property to the District. In the event the Lessee's governing body or authority takes any action to permit the possession of weapons or long guns by any person on school property, this agreement shall automatically terminate."