BUILDING USE AGREEMENT

Group: ____________________________________________

Contact Person: ___________________________________ Phone #: _______________________

Date: ________________________________ through Date: _______________________________

Time From: ____________________________ Time To: ________________________________

Reason for request: ________________________________________________________________

Number of people (limit 200 capacity): ______________

Seating/tables needed: ____Yes ____No  ____Number tables  ____Number seats

Usage Agreement

YOU AGREE TO THE FOLLOWING:

● Absolutely NO alcoholic beverages may be served, consumed, or be present in the building or on the school property – No Exceptions
● Primero is a tobacco free school, use of tobacco products of any kind is not permitted anywhere on school property.
● No red beverages may be served in the building.
● The kitchen may be used for warming foods only it is not to be used for cooking.
● Pick up and remove all trash and turn off lights.
● KITCHEN MUST BE LEFT CLEAN: dishes etc., counter tops wiped, stove, floor and refrigerator spills cleaned up. Remove all unused food and beverage items.
● Place chairs, tables and other furniture in their original arrangement.
● Assure bathrooms are clean and turn off lights.
● If a key has been provided to your group, lock all exterior doors when leaving, if unsure, lock all doors.

Indemnity:

Facility user agrees to protect, defend, indemnify and hold harmless Primero RE-2 School District and members, officers, employees and representatives against any and all expenses, claims, demands, liabilities and causes of action of any nature for injury to or death of persons, and loss or damage to property, including, without limitation, attorney fees expert fees, and court costs, caused by or arising from the facility user’s or group’s occupation or use of Primero School District property. As used in this paragraph, the term “Facility User or Group” includes facility user, its accompanying minors, agents, employees and its independent volunteers.

Representations:

Facility user represents and warrants that it has full authority to act for and for the benefit of the minors, employees and volunteers accompanying them during the use and occupation of Primero School District property. Facility user will be responsible for, chaperone, supervise and control the actions and activities of the group. The Facility user warrants that it is fully responsible and liable for the health, safety, benefit and activities of those accompanying the facility user, whether in majority or minority.

FAILURE TO COMPLY WITH THIS AGREEMENT MAY RESULT IN IMMEDIATE LOSS OF KEY REFUND.

Signature of Requestor: _________________________________ Date: _______________

Approved by: ________________________________ Title: ____________________ Date: _______________

$50 Key Deposit (refundable upon return of the key) Building clean upon key return: ____Yes ____No

Signature of person inspecting building after use: ____________________________________________