

**ST. FRANCIS HIGH SCHOOL**

2130 W. Roosevelt Road

Wheaton, IL 60187

Phone: (630) 668-5800

Fax: (630) 933-9961

**FACILITY USE AGREEMENT****Organization Information:**Name of Organization: Wheaton Park DistrictContact Person: Brad KeaneBilling Address: 1777 S. Blanchard, Wheaton, ILBusiness Phone 630-510-5119Cell Phone 630-281-0870E-Mail Rental Information: bkeane@wheatonparks.org

Facility (Please Circle):	Auditorium	Baseball Field	Cafeteria	Classroom
	Media Room	Slantdome Gym	Softball Field	Spyglass Gym
	<u>Stadium</u>	Track	Other	

Purpose for Space Use: Wings TournamentDate(s) May 21<sup>st</sup>, 2016 Hours: 7:30am to 8:00pm**Regulations:**

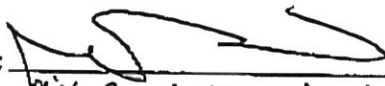
NOTE: All rental arrangements are considered tentative until Rental Contract and Certificate of Insurance are on file in the Business Office.

I, the undersigned, hereby certify that I am the sponsor or appointed representative of the organization requesting use of the building. I hereby expressly agree individually and on behalf of said organization to indemnify and forever hold harmless St. Francis High School, its officers, board members, and employees, individually and collectively, as to any claim or claims which might arise out of the used of the school facilities/properties as herein provided. In addition, I will comply with the following:

1. Only that part of the building for which this request has been made shall be used. Special permission must be obtained to use any other space.
2. Proper care will be given the building and contents therein. I assume financial responsibility individually and on behalf of said organization for that part of the school, or contents utilized therein, that might be damaged or stolen. Any damage or theft must be reported to School personnel as soon as possible.
3. I agree individually and on behalf of said organization to meet any financial obligations for building rental and/or custodial services that might be required by St. Francis High School. Rates are assessed on a per hour basis according to the prevailing rate sheet established by the School.

4. I have attached to this contract a **Certificate of Insurance** providing liability coverage for the above organization naming St. Francis High School as an additional insured on a primary and noncontributory basis as to the proposed amounts not less than the following:
  - A. Bodily Injury Liability of \$100,000/\$300,000 each occurrence, with an aggregate of \$1,000,000
  - B. Property Damage Liability of \$500,000 each occurrence with an aggregate of \$500,000
  - C. Bodily Injury and Property Damage Liability combined of \$1,000,000 each occurrence, and \$2,000,000 aggregate.
5. An adult will be present for all activities involving youth. The adult in charge of the activity will be present during the entire rental period. This person will be responsible for the proper use of the facilities and the proper conduct of those in attendance. For all indoor physical fitness rentals, the renter is required to have a certified Automatic Emergency Defibrillator (AED) operator onsite during the entire event.
6. No items shall be attached to School property or any modifications made to the building structure, equipment or grounds.
7. Building keys will not be issued to any non-school employees unless otherwise noted.
8. The organization will comply with fire codes, life safety codes and all other applicable, local, state, and federal codes.
9. There will be no alcohol or narcotics on school property.
10. I will be responsible for insuring that only soft soled shoes will be permitted in any gymnasium.
11. There will be no smoking allowed on school property.
12. I understand rentals will be canceled when emergency days are declared.
13. I realize the St. Francis Administration, or a representative thereof, can revoke the privilege of using the building should it deem it necessary to do so for any reason.
14. I realize any school - sponsored activity takes precedence over any outside scheduled activity. I realize that cancellations must be made by 12:00 noon of the last working day [Monday through Friday] prior to the date the building is to be used. If cancellation is not made by calling the Rental Coordinator, I understand charges will apply.
15. All additional expenses are the responsibility of the renter.
16. No meetings shall be political in nature, be subversive to the U.S. Government, immoral, or discriminate against any race, color, or creed.
17. The distribution of any literature or materials must have prior approval.
18. The renter is responsible for full compliance with all applicable IHSA By-Laws related to activity.

Your signature below confirms acceptance of this agreement.

Signature:  Date: 3/20/16  
Mike Beard, Executive Director

St. Francis High School  
Signature:  Date: 4/6/16