

SOUTHEASTERN REGIONAL VOCATIONAL-TECHNICAL SCHOOL

FOOD/DRINKS ARE ALLOWED IN DESIGNATED AREAS ONLY

1. This application must be filed at least twenty days prior to the date of desired rental.
2. All applicants must submit CORI's if supervising students.
3. The applicant will be advised on the appropriate form, and if approved, the fees to be charged.
4. Rental fees must be prepaid.
5. Thirty-six hours notice will be required in the event of cancellation; otherwise the applicant will be responsible for the service charges.
6. School custodians must be on duty at all times when buildings are used.
7. Decorations, posters, etc. will not be affixed to any part of the building unless specific approval is authorized by the building Supervisor.
8. Renting organizations are responsible for proper use of facilities, supervision, damages, and police and fire protection in accordance with regulations.
9. Smoking on the school grounds or in a school building is prohibited by Law.
10. Beverages or food will not be sold/served on school premises unless permission is granted for specific areas.
11. Organizations wishing to bring equipment into buildings must make arrangements with the initial application. Equipment brought into the schools must be removed immediately after the performance.
12. Southeastern Regional School District is not responsible for any property left on the premises.
13. The user of the building must abide by the specific hours indicated.
14. The supervision of lighting, equipment, rigging, curtains, etc., is the responsibility of the school custodian.
15. The selling, dispersing, or consuming of any alcoholic beverage is forbidden on school property.
16. Whenever policemen are required to be on duty for parking, traffic, etc., they must be obtained by the applicant.
17. All regulations with respect to tax on admissions under the Internal Revenue Code will be obtained.
18. Applicants using Kitchen facilities are liable for proper use of facilities, damages, cleanup, and theft. Please contact the Food Service Director.
19. The School Department reserves the right to make necessary changes in the event of any emergency.
20. No additional seating may be added to any facility, and all doorways and exits must be kept clear at all times.
21. Opening and clean-up required for each permit must be included on time requested. (Time will vary according to the function requirements.)

Insurance: "User", at its expense, agrees to procure and maintain during the term of use, a policy of commercial general liability insurance in the amount of not less than \$1,000,000 combined single limit, against claims for bodily injury, death and property damage occurring in connection with "User's "use of the Space. This insurance must name Southeastern Regional School District as Additional Insured on a primary and non-contributing basis. "User" to provide Southeastern Regional School District with a certificate of insurance in advance of the event.

Indemnification:

User agrees to indemnify, defend and hold harmless SERSD, its Governing Board, Administration, and Staff from and against all claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or in connection with (a) User's use or occupancy of the Space, or any activity or thing done, performed or suffered by the User, invitees or persons attending or participating in User's activities in or about the Space; or from (b) any loss, injury, death or damage to persons or the Space on or about the Space by reason of any act, omission, or negligence of the User, or any of its agents, invitees or participants. User's indemnity obligations will not extend to any liability to the extent caused by the sole negligence of SERSD or its agents or employees.

The School Committee desires to make school facilities available for education, recreational and civic purposes to recognized, responsible organizations if it is practical to do so without interference of regular school activities and without damage, loss, or excessive depreciation of school property.

The undersigned accepts responsibility for observance of all Rules and Regulations established by the School Committee.

Signature

Organizational Status

Print Name

Telephone Number

Address

Date

Email address if you would prefer email correspondence

VISIT OUR WEBSITE AT: www.SERSD.org

FACILITIES RENTAL RATES

HOURLY RATES

<i>FACILITY</i>	<i>ROOM</i>	<i>CUSTODIAL</i>	<i>TOTAL</i>
CAFETERIA	\$ 50.00	\$ 30.00	\$ 80.00
LIBRARY	\$ 40.00	\$ 30.00	\$ 70.00
CLASSROOM	\$ 20.00	\$ 30.00	\$ 50.00
CINEMA 1	\$ 50.00	\$ 30.00	\$ 80.00
CULINARY	\$ 50.00	\$ 30.00	\$ 80.00
GYMNASIUM	\$ 50.00	\$ 30.00	\$ 80.00
FOOTBALL FIELD	\$ 50.00	\$ 30.00	\$ 80.00

APPLICATION FOR USE OF SCHOOL AND GROUNDS

FOOD/DRINKS ARE ALLOWED IN DESIGNATED AREAS ONLY

ORGANIZATION: _____

ADDRESS: _____ TELEPHONE: _____

REQUESTED FACILITY DESIRED: _____

Facilities to be Used:		For Office use Only:
Auditorium <input type="checkbox"/>	Gym <input type="checkbox"/>	DATE RECEIVED: _____
Cafeteria <input type="checkbox"/>	*Kitchen : <input type="checkbox"/>	AVAILABLE: yes _____ no _____
Cinema I <input type="checkbox"/>		Police Detail Needed: yes _____ no _____
Classroom# <input type="checkbox"/>	* <i>(Please specify what kitchen will be used for.)</i>	Fire Detail Needed: yes _____ no _____
All Purpose Room <input type="checkbox"/>		# of people _____
Showers <input type="checkbox"/>	Library <input type="checkbox"/>	_____
Grounds <input type="checkbox"/>	Locker Rooms: <input type="checkbox"/>	FACILITIES DIRECTOR SIGNATURE: _____
Football Field <input type="checkbox"/>	Boy's <input type="checkbox"/>	ATHLETIC DIRECTOR SIGNATURE: <i>(as needed)</i>
Softball Field <input type="checkbox"/>	Girl's <input type="checkbox"/>	SET UP _____
Track <input type="checkbox"/>	Parking Lot <input type="checkbox"/>	Number of people# _____
Miscellaneous <input type="checkbox"/>	Rest Rooms <input type="checkbox"/>	Charges:
Specify: _____	Purpose of use:	CUSTODIAN _____ RENTAL _____
<u>HIGH SCHOOL ONLY</u>	Profit or Non-Profit:	
Lecture Room <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Dressing Room 1 <input type="checkbox"/>	Municipal Entity:	
Dressing Room 2 <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Estimated Attendance _____		
Admission Charged:		
Yes <input type="checkbox"/> No <input type="checkbox"/>		
Open to the Public:		
Yes <input type="checkbox"/> No <input type="checkbox"/>		
Equipment moved into Building:		
Yes <input type="checkbox"/> No <input type="checkbox"/>		
Are decorations to be used:		
Yes <input type="checkbox"/> No <input type="checkbox"/>		

SCHOOL EQUIPMENT DESIRED: _____

DAY	DATES*	TIME: FROM-TO	PURPOSE

*Please List dates individually: use the back of form if necessary

*Kitchen Area- Please explain what kitchen will be used for if requested:

*Cafeteria Worker needed: (To be completed by Food Service Director) Yes No

Signature of Food Service Director: _____

An Act Prohibiting the Practice of Hazing

Massachusetts General Laws, Chapter 269, Sections 17 and 18:

Section 17. Whoever is a principle organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Section 18. Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime, shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

I have read, understand and will comply with the above-described act, Prohibiting the Practice of Hazing.

SIGNATURE

An Act Prohibiting the User of Tobacco Products

Massachusetts General Laws, Chapter 71, Section 37H

Any one or any organization using the facilities at Southeastern shall prohibit the use of any tobacco products within the school buildings, the school facilities or on the school grounds or on the school buses by any individual, including school personnel.

I have read, understand and will comply with the above-described act, Prohibiting the Use of Any Tobacco Products.

SIGNATURE

