

Lamesa Independent School District

Efforts Today, Success Tomorrow

Facility Rental Form – Ongoing Usage/Practices

This form must be submitted at least **one week** prior to date of use.

The date requested will not be confirmed unless this form, with appropriate fees attached, is returned to Lamesa ISD.

Today's Date: _____

Facility Requested:

(Circle Choice(s))

- | | | |
|----------------------|------------|---------------------------|
| MS GIRLS GYM | HS OLD GYM | LHS AUDITORIUM |
| HS NEW AUX GYM | | TORNADO STADIUM |
| ELEMENTARY GYM _____ | | BASEBALL/SOFTBALL STADIUM |

Dates Needed: _____ Through _____

Days of the week: Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Opening Time: _____ Closing Time: _____

FACILITIES CAN ONLY BE RESERVED FOR 1 MONTH AT A TIME. ALL EXTENDED USAGE FORMS EXPIRE ON THE 1ST DAY OF EACH MONTH.

Purpose (give specific purpose) _____

Name of Organization _____

Not for Profit: _____ (501C Form Required) For Profit: _____

APPLICANT'S MAILING ADDRESS _____

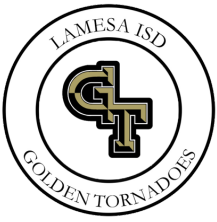
HOME PHONE _____ MOBILE PHONE _____

I understand that I am responsible for my group/team (including spectators) in that I am responsible for any and all damage to the gym, building, or surrounding grounds. I have read the Lamesa ISD board policy GKD and understand that our group/team will comply with the regulations, policies and fees governing use of the facility. Any violations may result in additional fees owed to the district. I acknowledge and agree that Lamesa Independent School District (Lamesa ISD) will make every effort to accommodate youth league practices and events, provided they do not conflict with official district activities. Additionally, I commit to collaborating with fellow community members to ensure equitable access to facilities for all teams and organizations. I understand that in the event of any disputes, Lamesa ISD reserves the right to terminate contracts granting access to any district facility at their discretion.

Signature : _____ Date: _____

***Lamesa ISD will do our best to support ALL organizations that our kids are involved in. Please understand that this form does not guarantee usage and that should additional organizations request to utilize the Lamesa ISD Facilities, they will need to be added in to the rotation.**

David Ritchey Superintendent	(806) 872-5461 212 N. Houston Ave.	P.O. BOX 261 Lamesa, TX 79331
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RENTAL FEES

RENTAL CHARGE: \$ _____ PER DAY X _____ DAYS = \$ _____

Custodial Fee: \$ _____

Administrative Fee: \$ _____

Security Fee: \$ _____

TOTAL: \$ _____

Please provide cash, a check, or a money order to the Lamesa ISD Business Office.
Payment is required prior to obtaining a key/badge access to the facility.

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Signature of person representing organization: _____ Date _____

THIS IS A CONTRACT BETWEEN YOU AND/OR YOUR ORGANIZATION AND LAMESA ISD. PERSONNEL WILL BE AVAILABLE ON THE PRE-ARRANGED TIMES AGREED TO BY BOTH PARTIES STATED IN THIS AGREEMENT. CHANGES IN NEED MUST BE COMMUNICATED TO THE SCHOOL AT LEAST ONE WEEK PRIOR TO THE SCHEDULED EVENT IN ORDER TO GUARANTEE THE REQUESTS BEING MET. THIS CONTRACT CONFORMS WITH LISD BOARD POLICIES 1330, 1330A & 1336. THIS CONTRACT CONFIRMS WITH LAMESA ISD BOARD POLICES FM, FM(L) & GKD.

**FOR OFFICE USE ONLY
ADMINISTRATION APPROVAL**

APPROVED [] DENIED []

ADMINISTRATOR'S SIGNATURE _____ DATE _____

David Ritchey
Superintendent

(806) 872-5461
212 N. Houston Ave.

P.O. BOX 261
Lamesa, TX 79331