



# Laytonville Unified School District

Joan Viada Potter, Superintendent

P.O. Box 868

Laytonville, CA 95454

(707) 984-6414 (707) 984-8223 fax

## SHORT TERM FACILITY USE – Application & Permit

### PREMISES OWNER / CERTIFICATE HOLDER:

### APPLICANT:

<b>Laytonville Unified School District</b>	Company/Organization:
<b>Contact:</b> Jenna Musgrave, District Administrative Assistant	<b>Requestor's Name:</b> (Must be an officer or authorized representative of company/organization)
Address: P.O. Box 868, Laytonville CA 95454 150 Ramsey Road, Laytonville, CA 95454	Address:
Phone: (707) 984-6414, FAX: (707) 984-8223	Phone

Facilities Requested & Location/Address:

Nature or Type of Intended Use:

Dates & Hours of Intended Use:

Estimated Attendance:

Applicant has received or will receive for the activities herein listed contributions, cash \$ \_\_\_\_\_  
collections, registration fees, admission fees, tuition, donations or other receipts estimated. ☐ Check here if none

The net proceeds will be used for:

### REQUIRED CERTIFICATION:

1. To the fullest extent permitted by law, Applicant shall defend, indemnify and hold harmless Laytonville Unified School District, its elected or appointed officials, employees, agents and volunteers against any and all claims, demands, losses, damages, court costs, attorney fees, expenses, or costs of any kind or character arising out of use of Premises Owner Name, facilities by the Applicant, their employees, agents or guests, regardless of any active or passive negligence on the part of Laytonville Unified School District, its elected or appointed officials, employees, agents and volunteers.
2. Attach a Certificate of Insurance with Additional Insured Endorsement as specified in the Insurance Required of Applicant Section.
3. Applicant hereby certifies that he has received and read the rules, regulations, conditions, terms and that he and the applicant which he represents, will abide by them and will conform to all applicable provisions of the Constitution and laws of California and to all other rules and regulations of the California Department of Education and its authorized agents which may be communicated to the applicant and to the best of my knowledge the school property for use of which this application is hereby made will not be used for the commission of any crime or any act which is prohibited by law.
4. The undersigned states that, to the best of their knowledge, the school property for use of which application is hereby made will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the Government of the United States by force, violence or other unlawful means.  
That \_\_\_\_\_, the organization on whose behalf they are making application for use of school property, does not, to the best of their knowledge, advocate the overthrow of the Government of the United States or of the State of California by force, violence, or other unlawful means, and that, to the best of their knowledge, it is not a Communist action organization or Communist front organization required by law to be registered with the Attorney General of the United States. This statement is made under the penalties of perjury and per Education Code Section 38135.

\_\_\_\_\_  
Authorized Applicant Signature

5. If a fee were charges, it is agreed that in the event this permit is canceled by the applicant no refund will be made and that changes in date or extension of time shall be made only as specified by the rules governing use of school facilities.
6. In executing this declaration the applicant certifies that he has been duly authorized by the herein set forth applicant to act in its behalf in making application for use of said facilities.
7. **FOR RENTAL OF ATHLETIC FACILITY- WARNING: Use of steroid to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damaged liver function. Men and women using steroids may develop fertility problems, personality changes and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use or exchange of anabolic steroids.**

## SHORT TERM FACILITY USE – Application & Permit

### **INSURANCE REQUIRED OF APPLICANT:**

Prior to use of the facility, the Applicant is required to provide a Certificate of Liability Insurance **and** Additional Insured Endorsement to the Certificate Holder as follows:

1. **Certificate Holder:**  
Laytonville Unified School District  
P.O. Box 868  
Laytonville, CA 95454
2. **Commercial General Liability or Personal Liability** on an occurrence form with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate for all groups except:
  - a. **Seasonal Sports/Recreation Leagues, Sober Grad Organizations, or Private Events with 500+ attendees:**  
Minimum limit of \$2,000,000 each occurrence / \$2,000,000 general aggregate.
  - b. **Year Round Sports/Recreation Leagues:** Minimum limit of \$5,000,000 each occurrence / \$5,000,000 general aggregate.
3. **Additional Insured Endorsement:** This is a separate form attached to the certificate. The endorsement must name Laytonville Unified School District, it's elected or appointed officials, employees, agents and volunteers as Additional Insured (or Additional Covered Party) under the general liability policy. Forms CG 2026 or CG 2011 or equivalent required. For purposes of the CG 2011 only, this Agreement shall be deemed to be a lease. Blanket Additional Insured forms are acceptable when accompanied with an approved Facility Use Agreement.
4. **Evidence of Primary Insurance** (*either by endorsement or the actual page(s) of the policy typically found in the "Other Insurance" section of policy*): Applicants insurance shall be **primary insurance** as respects to the Laytonville Unified School District, it's elected or appointed officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the Laytonville Unified School District, its elected or appointed officials, employees, agents and volunteers shall be excess and shall not contribute with it.

Signature of Applicant /Representative \_\_\_\_\_ Date \_\_\_\_\_

Applicant Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

### **(FOR APPROVAL USE ONLY)**

Facility available: ☐ Yes ☐ No

School employee support required for this rental: ☐ Yes ☐ No

Rental fees: District Cost ☐ \_\_\_\_\_ Fair Rental Value ☐ \_\_\_\_\_ Free ☐ Labor Charge: ☐ Yes \_\_\_\_\_ ☐ No

Insurance Certificate:

Limits Adequate ☐ Yes ☐ No

Additional Insured Endorsement ☐ Yes ☐ No

Primary Wording Provided ☐ Yes ☐ No

District Office Approving Signature \_\_\_\_\_ Date \_\_\_\_\_