

**BISD REQUEST FOR USE OF SCHOOL FACILITIES
RENTAL AGREEMENT**

The Bandera Independent School District (hereinafter District), agrees to let

_____ (Hereinafter Lessee), use the
_____ at _____ on
(name of facility) (location or campus)
_____, between the hours of _____ and _____ subject to the following conditions:
(date)

1. That the Lessee pays \$ _____ and \$ _____ deposit.
(rental charge) (deposit)

The deposit is refundable if premises are left in a condition satisfactory to the Superintendent or designee. Payment of charge or deposit shall be made to the Business Office, when the agreement is signed, but at least ten (10) business days in advance of the use of the facility.

2. That the Lessee shall also pay a charge of _____ for school personnel needed in connection with its use of the facility.
3. That the Lessee shall use the facility only for purposes consistent with law and as follows:

4. That the Lessee will be responsible for restoring the facility to its original state after use.
5. That the District may revoke its permission to use the facility at any time that it is determined a group's use creates instructional conflicts, damages school property, or violates Board policy and/or administrative regulations.
6. That the Lessee accepts full responsibility for protecting school property and equipment and assumes any and all liability for repairs for replacement or for any damage done to buildings, equipment, or other school property used by the Lessee.
7. That the Lessee also assumes full responsibility for the conduct of any and all persons using the facility during the rental.
8. That the Lessee agrees to assume all liability and hold harmless and indemnify the District, its Trustees, employees and agents from any and all liability arising out of the Lessee's use of District facilities.
9. When the sound system and/or the stage lighting system in a high school auditorium or stadium press box are utilized, an approved technician must be employed at \$15/hour. This service shall be arranged in advance with the campus principal.
10. When the use of the band hall, choir room or computer lab is requested, approval must be granted by the Superintendent prior to consideration for approval of the facility use request. There is a \$15/hour fee for staff to supervise the use of these facilities.
11. The organizations shall, however, be required to pay custodial, technical, and security fees when these services are required. The District accounting department shall bill the appropriate organization. No direct payments to the employee shall be accepted.
12. **If an emergency exists or you experience problems with the facility, you should contact Mr. Fabian Mazurek (maintenance issues) at 830-796-5676 or Mr. Ben Huerta (custodial issues) at 830-796-1353.**

Executed on this _____ day of _____, 20_____.

Name

Position

Organization

Lessee

Name

Position

School District