

**IMMACULATE CONCEPTION REGIONAL SCHOOL
ST. JOSEPH CENTER
GYMNASIUM/USE AGREEMENT**

Date of gym use _____
Time gym use From: _____ To: _____
Facility Rep. _____

Name of renter/Organization _____
Representative/Contact Person _____ Phone _____
Address _____
Number of Attendees: _____

Rental Fee _____ Date Received _____
Damage Deposit _____ Date Received _____
Certificate Of Insurance _____ Date Received _____

As Users of the Saint Joseph Center property, we agree to protect, indemnify, and hold harmless the Corporation of the Catholic Archbishop of Seattle and Immaculate Conception Regional School from any and all loss, cost, damage or expense, arising out of or from any accident or other occurrence on or about these premises, causing injury to any person or property, and will protect, indemnify, and hold harmless the Catholic Archbishop of Seattle and Immaculate Conception Regional School from any and all claims, costs, or expenses arising from any failure of the user in any respect to comply with and perform all requirements and provisions agreed to and required by law or ordinance during the period of use.

I have been given a copy of the Policies and Fees governing the use of the Saint Joseph Center and agree to comply with said policies.

Date: _____ Signature of User: _____

APPLIED FEES

\$25/per hour X _____ = Total _____

SAINT JOSEPH CENTER GYMNASIUM USE

POLICIES AND FEES SPORTS

I. PRIORITIES

1. Immaculate Conception Regional School Sports Program.
2. Parish sponsored sports events.
3. Non-parish sports events.

II. INSURANCE

A copy of the organizations proof of Liability Insurance

III. FACILITY REPRESENTATIVE REQUIRED

This contact person will open and close the center.
They will leave coach with a contact number should any problems arise.

IV. APPLICATION FOR USE

Application for use of gymnasium shall be made at parish office.
Use of center for sports will be based on availability.
Reservations for use of gymnasium can only be made three weeks prior to.

V. FEES

\$30.00/per hour non-profit use.

VI. COACHES DUTIES

1. Players are to be supervised at all times.
 - A. No balls to be bounced up to the ceiling or off walls. No hanging on rims.
 - B. No one is to climb up on or play on the stage area, in the storage rooms, or in the kitchen.
 - C. Have a bathroom, foyer and fountain **use monitor**.
(unsupervised students tend to cause damage.)
2. Clean up
 - A. Check bathrooms for graffiti, garbage, and unflushed toilets
 - B. Clean off bleachers, check for any forgotten clothes, shoes, etc.
 - C. No students left inside or outside of building.
 - C. Sweep gym floor (use proper broom), put sweepings in garbage.
 - D. Note **ANY** damages or malfunctions and report to facility representative right away.
 - E. Turn off all lights.
 - F. All equipment and supplies brought into the center must be removed.
3. Facility Representative will return at end of gym use to check clean up and lock facility.

VII. ADDITIONAL POLICIES AND FEES

Immaculate Conception Regional School may, in its sole and absolute discretion, adopt additional requirements and policies.