

La Joya Independent School District Facilities Rental Agreement

Reserve for: _____ Hours: _____
(Date)

Reserved by: _____ Phone No. _____
(Individual's Name/Contact Person)

Address: _____

School Facility to be rented: _____

Purpose: _____

Check the following:

School Function: _____ Private: _____ Commercial: _____ Charity: _____ Other: _____

Admission Charge (if any): _____ How many are expected to attend? _____

FOR OFFICE USE ONLY
Total Rental Charges: \$125.00/HOUR Deposit Paid: _____ Balance Due: _____

POLICY ON RENTAL OF SCHOOL FACILITIES

The La Joya Independent School District will rent the school facilities to the community under the following terms and conditions.

1. Lessors must submit a \$100.00 deposit to the executive director for budget and finance at the time of reserving the facility. The remaining balance must be paid seven days prior to the date of usage.
2. Lessors must submit proof of the organization's liability insurance coverage.
3. The district will hire a custodian to open and close the facility and to clean after the social occasion. The custodian's pay will be determined by the district and will be the responsibility of the lessor and will be added to the rental fee.
4. The district will hire a police officer. The police officer's pay will be determined by the district and will be the responsibility of the lessor and will be added to the rental fee.
5. The kitchen area is not for rent and is not included in this agreement.
6. No alcoholic beverages are permitted in the dining, stage, or other areas of the facility.
7. No dancing will be permitted in the dining, stage, or other areas of the facility.

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(EXHIBIT)

8. The lessor must return the facility to the district in the same condition as it was before the social function.
9. If there are any damages done to the facility during the rental period, the district will hold the lessor responsible for any damages. The district will collect additional monies from the lessor for repairs, if necessary, and upon evidence that said repairs are needed.

No reservation is final until this agreement has been completed and accepted by the designated school officials. **NO TELEPHONE RESERVATIONS CAN BE ACCEPTED.**

A copy of this agreement will serve as your receipt for any money paid for the rental.

It is hereby specifically understood that the La Joya Independent School District does not assume any liability for damage to or loss of any property belonging to any user or responsible for any injury that would be sustained while using the premises under this agreement.

I HAVE READ AND AGREE TO COMPLY WITH THE ABOVE RULES AND CONDITIONS.

Lessor's Signature:

Acceptance by La Joya ISD School Official:

Acceptance by Assistant Superintendent:

Acceptance by Superintendent:
