

**EAST VALLEY INSTITUTE OF TECHNOLOGY  
APPLICATION FOR USE OF SCHOOL FACILITIES**

**To be completed by User/Licensee. Every question must be answered.**

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_  Profit  Nonprofit

Street Address: \_\_\_\_\_

District facility(ies) requested: \_\_\_\_\_

Day(s) of event:  Mon  Tues  Wed  Thurs  Fri  Sat  Sun

For the period: \_\_\_\_\_ until \_\_\_\_\_  
(starting date) (ending date)

Time entering/leaving facility: From \_\_\_\_\_ AM/PM Until \_\_\_\_\_ AM/PM

Content/Theme of Event (please be specific): \_\_\_\_\_

Nature of activities: \_\_\_\_\_ Est. # attending: \_\_\_\_\_

Will admission be charged?  Yes  No Adult: \$ \_\_\_\_\_ Student: \$ \_\_\_\_\_

Special equipment or needs: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone:(work) \_\_\_\_\_ (cell) \_\_\_\_\_ (fax) \_\_\_\_\_

Email \_\_\_\_\_

**Categories of Use: (Reference Facility Fee Schedule for charges)**

- **Category I** – Nonprofit,
- **Category II** – Commercial or for profit.

**Note:** This application is subject to the following:

**NONSCHOOL ACTIVITIES – Category I & II**

Liability insurance coverage in the amount of \$1,000,000.00 and \$10,000.00 property damage, with East Valley Institute of Technology School District No. 401 named as an additional insured on the policy. Requests without such proof cannot be approved. The school district carries no liability insurance protecting organizations engaged in non-school activities.

**USE OF FACILITY FEES.** Payable within one (1) week after invoice date. It is understood that all rates, as well as other conditions stipulated, are parts of any agreement.

**AGREEMENT.** If the application is approved the User/Licensee must enter into an agreement with the District. The said agreement sets forth the terms and conditions of use and is binding upon the parties.

Signature: Authorized Representative of User/Licensee \_\_\_\_\_ Date \_\_\_\_\_