

**REQUISITION FOR USE OF
WANTAGH PUBLIC SCHOOL FACILITIES
BY SCHOOL AND NON-SCHOOL ORGANIZATIONS**

To be submitted no less than 21 days prior to first date(s) of requested activity. If space is not to be used, notify school at 679-6313 as soon as possible

FAILURE TO COMPLY WITH RULES MAY RESULT IN CANCELLATION OR DISAPPROVAL OF FUTURE REQUISITIONS.

Appropriate fees for use of school facilities will be assessed. The applicant is responsible for the payment of the rental charge and the payment fees charges and the preservation of order, and is liable for any damage to, or loss of, property of the school.

RULES:

1. School activities shall have first preference.
2. Special permission must be obtained for decorating, installing scenery, moving or tuning the pianos, or bringing any equipment into the buildings from outside. All props and decoration to be flame proof or fire resistant.
3. A permit does not include the use of school equipment unless listed above and approved. Specific setups may be provided by district personnel at applicable rates.
4. Any properties provided by the holder of a permit must be removed from the building promptly after performance or activity, so as not to interfere with school activities on the next day. If materials are left, the holder of a permit will be charged for the removal of same.
5. Children's activities must be under strict supervision of adult sponsors at all times.
6. Regular gym shoes must be worn when sports or games are conducted on the gymnasium floors. If floors are marred as a result of non-compliance, cost of restoration will be assessed to the user.
7. It shall be understood that the board or its designee has sole authority to grant or reject requests for the use of school facilities and equipment. It shall be further understood that the use of all school facilities be limited to 10:30 PM except as otherwise specifically authorized.
8. All areas must be left clean and orderly. Failure to do so may result in revocation of approval for use.
9. If necessary for district personnel to clean up after an activity, appropriate charges will be assessed to requisitioner.
10. When school is not in session, use of school facilities by non school organizations will generally not be authorized.
11. Alcoholic beverages are not authorized on the premises under any circumstances.
12. Certificate of insurance for any non school group must be furnished upon request.
13. No food or beverages are permitted in auditorium or gymnasium.

NO SMOKING PERMITTED ANYWHERE ON SCHOOL GROUNDS

Provisions of school law relating to the use of school building Section 414 (Use of School Buildings) shall apply:

1. For holding social, civic, and recreational meetings and entertainments and other such uses pertaining to the welfare of the community, but such meetings, entertainment, and uses shall be non-exclusive and shall be open to the general public.
2. For meetings, entertainments and occasions where admission fees are charged, when proceeds thereof are to be expended for an educational or charitable purpose; but such use shall not be permitted if such meetings, entertainments, and occasions are under exclusive control, and the said proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination, or of a fraternal, secret or exclusive society or organization other than organizations of veterans or military, naval or marine service of the United States and organizations of volunteer firemen.
3. The board does not have the power to rent school property, but it may set a fee for a reimbursement for expenses incurred in lighting, heating, janitor services, etc.

SECTION 4 - ARTICLE XI - State Constitution

1. Use of school building for religious instruction is prohibited.

AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the district for the use and care of the facilities. He/she, on behalf of Name of Organization does hereby covenant and agree to defend, indemnify and hold harmless the District from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage to the extent permissible by law, arising out of or in connection with the actual or proposed use of District's property, facilities and/or services by Organization.

Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures.

**I HAVE READ THE AFOREMENTIONED AND AGREE TO COMPLY WITH ALL
RULES, REGULATIONS, AND LAWS IN RELATION TO THIS REQUISITION.**

Signature _____ for _____ Date _____
Name of Organization