BUILDING USE APPLICATION

GRAND RAPIDS PUBLIC SCHOOLS FACILITIES MANAGEMENT OFFICE

900 UNION NE GRAND RAPIDS, MI 49503	APPLICATION DATE:	
Phone: (616) 819-3010	BUILDING/SCHOOL:	
FAX: (616) 819-3014 E-mail: buildinguse@grps.org Website: grps.org	AREA/SPACE/ROOM:	

APPLICANT/USER INFORMATION - PLEASE PRINT CLEARLY - The following information will be used for billing.

Contact I	Person			F	Phone Number	E-mai	I Address		
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City							tate		Zip Coo
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BUILDING USE RULES AND REGULATIONS

- 1. Grand Rapids Public Schools reserves the right to deny or cancel building use within the boundaries of employee contracts, policies of priority use and outstanding balances due the District, but not limited to these items. Personal use of facilities, such as private parties and receptions, family reunions, anniversaries, birthdays, and weddings are prohibited.
- 2. I(we) agree to defend, indemnify and hold harmless the Grand Rapids Public Schools for any and all liability, loss or damage that Grand Rapids Public Schools may suffer as a result of claims, demands, costs or judgment against it arising out of applicant's use of the building, whether the liability, loss or damage is caused by, or arising out of negligence of Grand Rapids Public Schools or of its officers, agents, employees or otherwise.
- 3. I(we) agree to furnish a certificate of insurance evidencing aequate liability and property damage coverage prior to the event.
- 4. I(we) agree to submit a copy of our current lifeguard certification with the application for pool usage request only.
- 5. I(we) agree not to modify/alter/change any Grand Rapids Public Schools building structure including but not limited to electrical, HVAC (heating, ventilation and air conditioning), grounds, etc.
- 6. I(we) affirm the activity is not discriminatory and does not discriminate against any person or group.
- 7. I(we) will reimburse Grand Rapids Public Schools for any damages to, loss or theft of property during the applicant's use of facility.
- 8. I(we) agree to provide proper/adequate adult supervision at all times while property is being used.
- 9. I (we) agree that no animals will be allowed on premises.
- 10. I(we) agree to enforce parking in designated areas only.
- 11. I(we) agree to submit the completed Building Use Application form two weeks prior to our event.
- 12. I(we) will notify the Facilities and Operations by email (buildinguse@grps.org) of cancellation within one week prior to event. If no cancellation notice is given, the higher of charges incurred by the District, or a flat fee of \$35 will be charged.
- 13. I(we) agree to enforce the rules of Grand Rapids Public Schools, no smoking, gambling (in any form), intoxicants, illegal drugs, or possession of weapons is allowed.

FEE SCHEDULE

Grand Rapids Public Schools reserves the right to change any or all fees listed without prior notice. Fees may be reduced/waived for activities that directly benefit Grand Rapids Public Schools students (PTA/PTO Groups).

Fees may be rec	fuced/walved for activities that	t directly benefit Grand Ra	apias Public Schools	students (PTA/PTO Grou	F		
		Category 1	Category 2	Category 3			
FACILITY		GRPS	Non-Profit	Profit			
Elementary Gym	nasium	no charge	\$35/hour	\$60/hour			
Middle/High Scho	ool Gymnasiums/Mall	no charge	\$60/hour	\$100/hour			
Auditorium/Stage	e Prep/Set up time	no charge	\$75/hour	\$100/hour			
Auditorium/Stage	e Show time	no charge	\$100/hour	\$150/hour			
Houseman Field		fee may be accessed	\$150/hour	\$250/hour			
Practice field		no charge	\$10/hour	\$40/hour			
Prepared field		no charge	\$20/hour	\$40/hour			
Football field		no charge	\$20/hour	\$40/hour			
Tennis Court		no charge	\$10/hour	\$20/hour			
Wrestling/Weight	t Room	no charge	\$10/hour	\$20/hour			
Swimming Pool		fee may be accessed	\$100/hour	\$150/hour			
Media Center		no charge	\$35/hour	\$50/hour			
Cafeteria/Multipu	rpose	no charge	\$50/hour	\$75/hour			
Kitchen		Contact The Director Of Food & Nutrition Services					
Classrooms		no charge	\$30/hour	\$45/hour			
Science Lab/Woo	odshop	no charge	not available	not available			
Computer Lab		no charge	\$35/hour	\$50/hour			
Miscellaneous (b	and, choir, dance, etc.)	no charge	\$25/hour	\$40/hour			
Playground Equip	oment	no charge	\$5/hour	\$10/hour			
Set Up/Tear Dow	'n	\$35/hour	\$35/hour	\$35/hour			

Note: These fees represent building use only. Additional fees will be charged to all users (Category 1, 2 & 3) for security (\$50 per hour) and for other special required/requested needs.