



North Providence Public Schools
 1820 Mineral Spring Ave
 North Providence, RI 02904

APPLICATION FOR USE OF SCHOOL PROPERTY

Please email original Use of Property Applications to FACILITIES@NPSD.K12.RI.US. Photographs of the form will not be accepted.

NAME OF ORGANIZATION: _____ DATE OF APPLICATION: _____

CONTACT NAME: _____

SCHOOL/FACILITIES DESIRED: _____

REASON FOR USE: _____

SPECIFIC AREA OF SCHOOL: _____

FIELD LINES REQUIRED: Y ___ N ___ IF YES, PLEASE INDICATE THE DATE(S): _____

DAY(S): S M T W T F S DATE(S): _____ TIME(S): _____
 (Circle Days Requested)

NUMBER OF PEOPLE EXPECTED: _____ FEES BEING CHARGED: Y ___ N ___

IF YES, EXPLAIN: _____

FOR WHAT PURPOSE ARE FUNDS BEING USED: _____

DATE FUNDRAISER APPROVAL FORM WAS SUBMITTED TO ASSISTANT SUPERINTENDENTS OFFICE (ATTACH COPY): _____

PERSON WHO ASSUMES RESPONSIBILITY FOR THE EVENT AND/OR DAMAGE TO PROPERTY:

NAME: _____ PHONE: _____

ADDRESS: _____ EMAIL: _____
 (Street/City/State/Zip)

 Signature of Responsible Person

Indemnification

_____ (Licensee) hereby agrees to indemnify and hold harmless the North Providence Public Schools (Licensor), its School Committee, and all agents, servants, or employees, from any and all claims, lawsuits, or judgments that may come as a result of the use of the above described facility by the Licensee. This indemnification shall include, but not be limited to, any settlements, judgments, or awards by a court of competent jurisdiction, or a board of arbitration. Said indemnification shall also include attorney's fees and costs incurred by the Licensor in connection with any action or defense necessary to protect itself under the terms of this agreement. I have read and agree to the terms of the North Providence School Department Property Usage Policy.

I HAVE ATTACHED AN UPDATED COPY OF INSURANCE BINDER: Y ___ N ___ (APPLIES TO OUTSIDE ORGANIZATIONS)

Please return completed application form and make checks payable to:

**North Providence Public Schools
 1820 Mineral Spring Avenue
 North Providence, RI 02904**

The request for Use of School Property will be referred to the School Committee at their next regularly scheduled meeting. Requests must be made 15 days in advance of the School Committee meeting. A sufficient number of supervisors including possibly Police/Fire detail must be provided in order to assure adequate supervision. If there is no assigned custodian in the building at the time of use, a custodian must be paid at the rate of time and one-half. Police/Fire details will be in the accordance with R.I. Law 23-28. 6-5. No classrooms are available for rent and there is absolutely no food or drink (only water) allowed in the school without permission from School Administrators, the Superintendent or the Director of Facilities and Athletic Director. No loitering, no smoking/vaping on school property. Use of facility or grounds is restricted to rental areas ONLY. Use of Property is contingent upon custodial availability. **Use of Property may be revoked immediately if policy requirements and rules are not followed.**

ADMINISTRATIVE USE ONLY

ATHLETIC DIRECTOR <i>(if applicable)</i>		DATE	
HOST BUILDING PRINCIPAL APPROVAL		DATE	
DIRECTOR OF FACILITIES APPROVAL		DATE	
RENTAL AGREEMENT SUBMITTED	YES _____ NO _____	DATE SUBMITTED	
CUSTODIAL OVERTIME FEES		TO BE BILLED	