

FERRIS INDEPENDENT SCHOOL DISTRICT

RENTAL OF SCHOOL FACILITIES

Please contact the Principal for scheduling purposes.

GYM

Ingram Elementary	\$25/hr.	4 hr. minimum
McDonald Elementary	\$25/hr.	4 hr. minimum
Intermediate	\$25/hr.	4 hr. minimum
F.J.H. Practice Gym	\$25/hr.	4 hr. minimum
F.I.S.D. Admin. Gym (Old F.J.H.)	\$25/hr.	4 hr. minimum

Additional charges: A custodian will be required at a minimum \$75 charge. For time over 4 hours, an additional \$15 charge will be assessed per hour.

FJH Main Gym and both gyms at FHS will be used only for school-related activities and will not be rented to non-school groups. Exceptions may be granted by the superintendent.

CAFETERIA (Non-Kitchen)

Ingram Elementary	\$50/hr.	4 hr. minimum
McDonald Elementary	\$50/hr.	4 hr. minimum
Intermediate	\$50/hr.	4 hr. minimum
F.J.H.	\$50/hr.	4 hr. minimum
F.H.S.	\$75/hr.	4 hr. minimum

Additional charges: A custodian will be required at a minimum \$75 charge. For time over 4 hours, an additional \$15 charge will be assessed per hour.

CAFETERIA (Including Kitchen)

Cafeteria Rate + Custodian at \$75 (4 hrs.) + Cafeteria Worker/Monitor at \$75 (4hrs.).
Time beyond 4hrs. will be assessed at \$15/hr./employee.

RENTAL OF SCHOOL FACILITIES AGREEMENT

This rental agreement is entered into between Ferris Independent School District, hereafter known as the District, and the following person or organization:

Name of person or organization

Address

City

State

Zip

Phone Number

Facility Requested: _____

Intended Use of Facility: _____

Date(s): _____ Time Needed: _____ AM/PM Until _____ AM/PM

Terms and Conditions of Rental Agreement

1. The rental agreement herein granted shall extend only to the facilities identified.
2. The District assumes no responsibility for maintaining or improving the facility.
3. The District makes no representations that the facility is safe or suitable for the intended use.
4. Rental of any Ferris ISD facility is dependent upon the availability of staff for supervision.
5. The renting party accepts full responsibility and shall pay the District for any damage to the facility occurring during the intended use.
6. Rental is made with the stipulation that the District shall not be liable to anyone for any injury or claim arising out of the use of the facility.
 - a. *The person or organization using the facility must provide proof of liability insurance to the District. The certificate of insurance must list the district as the certificate holder and must include beginning and ending dates of coverage.*
7. A surety bond deposit of \$1,000 will be required of any organization that uses a facility on a regular basis.
8. The renting party agrees to prevent any alcohol or tobacco use on school property.
9. The renting party agrees that no food or drink shall be permitted in areas other than the cafeteria unless approval is noted here:

10. The renting party agrees that no street shoes shall be permitted on gymnasium playing floors.
11. The maximum length of time that a school facility can be used by any organization will be 12 successive calendar months.
12. Any request for a variance from any terms or conditions of this agreement must be presented to the Ferris ISD Superintendent

Fees

The fee for the intended use of the facility is \$ _____ and is due at least one week prior to the event. Checks should be made payable to Ferris ISD. The District reserves the right for someone to open and close the building without giving the party a key.

Executed this _____ **day of** _____, **20** _____

Ferris ISD Administrator Signature: _____

Renting Party Signature: _____

RENTAL OF SCHOOL FACILITIES INVOICE

RENTING PARTY: _____

DATE(S) NEEDED: _____ TIME NEEDED: _____ - _____

FACILITY BEING RENTED: _____

FACILITY RATE: \$ _____ /HR. (minimum charge of 4 hrs.) = \$ _____

Additional Hours: _____ at \$ _____ /hr. = \$ _____

CUSTODIAL RATE: \$75 (up to 4 hrs.) = \$ _____

Additional Hours: _____ at \$15/hr. = \$ _____

KITCHEN (If Applicable):

Cafeteria Worker/Monitor: \$75 (up to 4 hrs.) = \$ _____

Additional Hours: _____ at \$15/hr. = \$ _____

NOTE: Custodian and Cafeteria Worker/Monitor are hired at \$75 for a 4 hour period. Time beyond 4 hours is charged at a rate of \$15/hr.

TOTAL DUE TO FERRIS ISD: = \$ _____

Signature of Renting Party

Date

***PLEASE RETURN INVOICE WITH CHECK MADE PAYABLE TO FERRIS ISD
AT LEAST ONE WEEK PRIOR TO THE EVENT. THE RENTAL AGREEMENT
SHOULD BE TURNED IN AT THE ADMINISTRATION OFFICE.***