



The Parish School of Saint George
and Saint Margaret

CONDITIONS FOR USE OF OLM SCHOOL FACILITIES

Please read the following conditions for use before completing the *Facilities Request Form*.

1. All fees will be processed according to the current fee schedule.
2. The applicant agrees that the individual or organization will indemnify, save and hold harmless Our Lady of Mercy School, The Archdiocese of Hartford and the Parishes of St. George and St. Margaret from any and all claims for personal injury or property damage suffered, incurred or in any way connected to or arising from the applicants use of the facilities, whether or not such claims are due or alleged due negligence of the school, the applicant or any other person or entity or due to any other cause.
3. Prior to the use of the facilities, the individual or organization will be requires to submit a certificate of insurance satisfactory to the school district. Certificate of Insurance required naming Our Lady of Mercy School as an additional insured with a combined minimum limit of \$1,000,000 per occurrence for non athletic events and 2,000,000 for athletic events.
4. Applicant agrees that a responsible adult in attendance will have a cell phone to make or receive emergency phone calls should that need arise.
5. No Alcohol or illegal drugs are allowed on the premises at any time and smoking is not permitted while on any part of the school property including the parking lots.
6. Groups must remain in the areas of the school facility designated by the terms of this application.
7. Facilities that are in use shall be cleaned immediately upon termination of activity. Failure to do so will result in loss of deposit and may result in termination of future use of the facility.
8. Any cancellation not made with in school hours at least 24 hours before this scheduled event or activity will result in all fees and deposits being forfeited.
9. The responsible person or designee shall be present at Our Lady of Mercy School and shall supervise participants at all times.
10. Facilities will be inspected prior to use and all damages must be reported to the school principal.
11. Any damages done to the school facility in excess of the deposit must be paid by the applicant upon submission if a bill from Our Lady of Mercy School. Our Lady of Mercy School reserves the right to determine the extent and value of such damages.
12. Our Lady of Mercy School reserves the right to deny the application to any group or individual who has not complied previously with the conditions of use.

Under no Circumstances are the facilities at Our Lady of Mercy School to be altered or adapted by outside groups without written approval of the Principal.

I have read and agree to the above information

Signature

Date