

APPLICATION FOR USE OF INGERSOLL STADIUM

Olympia School District No. 111

Facilities and Operations Office, Room 300
1113 Legion Way SE, Olympia, Washington 98501

Website: http://osd.wednet.edu/about_us/facilities_use__rentals/facilities_use__rentals

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Do not write in gray areas

Invoice will be mailed after facility use

NAME OF ORGANIZATION		DATE	
NAME OF APPLICANT		TITLE	
ADDRESS OF APPLICANT Street: _____ City _____ State _____ ZIP _____		DAY PHONE (____) ____-____	_____
		EVENING PHONE (____) ____-____	_____
		CELL PHONE (____) ____-____	_____
DATES REQUESTED Month _____ Date(s) _____ Month _____ Date(s) _____ Month _____ Date(s) _____		TIMES REQUESTED Time From _____ AM / PM. To _____ AM / PM. Time From _____ AM / PM. To _____ AM / PM Time From _____ AM / PM. To _____ AM / PM	
DESCRIPTION OF ACTIVITY _____ _____ _____ SPECIAL INSTRUCTIONS _____ _____ _____		EVENT PARTICIPATION Number of participants on field / track _____ Number of spectators anticipated _____ Open to the general public? Yes _____ No _____ Admission charge? Yes _____ No _____	
TYPE OF ORGANIZATION (Check One) <input type="checkbox"/> School District Activity <input type="checkbox"/> Thurston County Youth Football <input type="checkbox"/> YMCA Event <input type="checkbox"/> City Parks, Arts & Recreation Event <input type="checkbox"/> Sports Clinic <input type="checkbox"/> Youth Soccer <input type="checkbox"/> Other (Please specify) _____ _____ _____	FACILITIES NEEDED <input type="checkbox"/> Turf Field <input type="checkbox"/> Track and Event Area <input type="checkbox"/> Field Lights <input type="checkbox"/> Grandstand (maximum capacity: 3000) Includes restrooms <input type="checkbox"/> Ticket booth <input type="checkbox"/> Pressbox <input type="checkbox"/> Pressbox & scoreboard <input type="checkbox"/> Team rooms. <input type="checkbox"/> Officials' dressing rooms <input type="checkbox"/> Equipment (please specify) _____ _____ _____	RENTAL FEES	
		Level 1	Level II
		\$10 / hr	\$20 / hr
		10 / hr	20 / hr
		35 / hr	35 / hr
		10 / event	20 / event
		5 / event	10 / event
		5 / event	10 / event
		10 / event	15 / event
		5 / event	10 / event
		5 / event	10 / event
NOTE: Youth organizations that do not have at least 75% of participants residing within Olympia School District will be charged Level II rates.		EQUIPMENT FEES TO BE DETERMINED \$ _____	
It is agreed that this application is made subject to District Policy 4260 and Procedure 4260P(C) for the use of school facilities. The undersigned agrees that OSD rules and regulations shall be strictly observed and accepts the entire responsibility for their enforcement. I hereby certify, on behalf of my organization, that I shall be personally and severally responsible for any damage or unnecessary abuse of school buildings, grounds, or equipment growing out of occupancy of said premises by our organization. We agree to abide by and enforce the rules and regulations of the Olympia School District governing the non-school use of buildings, grounds, and equipment as printed on the reverse side of this form. We hereby agree to hold Olympia School District harmless for any claims arising on the premises at the time of our occupancy of same or arising out of the event held by us. We further agree that the organization will not discriminate against any person on the basis of sex in the operation, conduct or administration of athletic programs for youth or adults.			
SIGNATURE OF APPLICANT		RENTAL FEE \$ _____ GROUNDS CARE FEE \$ _____ SECURITY FEE: \$ _____ Grounds Care Costs: \$35/hr when applicable.	
APPROVAL OF STADIUM ADMINISTRATOR		Additional costs for personnel will be charged when the stadium is requested for weekends, holidays, or weekdays past 5:00 p.m. A minimum 4-hour charge will be assessed for weekend and holiday use.	
SIGNATURE OF DIRECTOR OF FACILITIES & OPERATIONS		Supervision Plan Required? Yes _____ No _____ Parking Plan Required? Yes _____ No _____	

Level I (Recovery Costs) - Use by local non-profit and public service organizations. Local use includes those groups that serve the local community and have a majority of their members/participants residing in the District.

Level II (Modified Commercial Rate) - Use by non-local, non-profit and public service organizations. Non-local use includes those groups which do not serve the local community directly or do not have a majority of their members/participants residing in the District.