

Aug. 12, 2014, 11:55AM
Aug. 11, 2014 4:30PM

Villalovoz School
1000 1000 JERFEE

No. 5328 P. 1/1
NO. 2012 P. 1/1



TRACY UNIFIED SCHOOL DISTRICT

Attn: Facility Use Department

1875 W. Lowell Ave.

Tracy, CA 95376

APPLICATION AND AGREEMENT

FOR OUTDOOR FIELD USE ONLY

FACILITY USE DEPT: (209) 830-3297

Fax Number: (209) 830-3259



Authorized Representative fills out all areas in Section A only and signs all pages. (2) Return this request to the Facility Use dept. by fax, email or mail. Allow at least 15-30 working days to process. Use black or blue ink only.

USER MUST CARRY APPROVED PERMIT AT ALL TIMES!

SECTION A: Organization Name (ORGANIZATION NAME MUST MATCH INSURED NAME)	
Tracy Youth Soccer League	
Mailing Address: P.O. Box 187	City: Tracy
Contact Person: Darlene Wilhams	State: CA
Phone#:	Zip: 95278-0187
Cell#:	Email: darlene.wilhams@bcglobal.net
Fax#: ()	
Please check type of sport: <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input checked="" type="checkbox"/> Soccer <input type="checkbox"/> Football <input type="checkbox"/> Track <input type="checkbox"/> Cricket <input type="checkbox"/> Tennis <input type="checkbox"/> Other	
Type of Event: <input checked="" type="checkbox"/> Practice <input type="checkbox"/> Tournament <input type="checkbox"/> League Game <input type="checkbox"/> Practice <input type="checkbox"/> Other	
List age of participants and check all that apply - Children (under 14) <input type="checkbox"/> Teens 14-20 <input type="checkbox"/> Adults over 21 <input type="checkbox"/>	
Are you Non-Profit? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Admission Charged: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
#Required: 109-191	Estimated # of Teams: 4-10
Estimated # of Games: 20-30 players	
(One application per school) (Stadium, Baseball, Softball, Soccer field, practice field etc.)	
School: Villalovoz School	List type of field and field number: open field area - Soccer field AREA
Are you planning food? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Preparing food on site? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Planning to BBQ? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	You agree to BBQ rules (initials):
Stadium Only - Check all that apply: Press Box <input type="checkbox"/> PA System <input type="checkbox"/> Other: <input type="checkbox"/>	
SCHOOL YEAR: 2014-2015	
8/18, 8/19, 8/20, 8/21	Time includes set-up and clean-up
8/25, 8/26, 8/27, 8/28, 9/2, 9/3, 9/4, 9/8, 9/9,	OPEN: 6 AM/PM CLOSE: 8 AM/PM
9/10, 9/11, 9/15, 9/16, 9/17, 9/18, 9/22, 9/23,	OPEN: AM/PM CLOSE: AM/PM
9/24, 9/25, 9/29, 9/30, 10/1, 10/2, 10/6, 10/7,	OPEN: AM/PM CLOSE: AM/PM
10/8, 10/9, 10/13, 10/14, 10/15, 10/16, 10/20,	OPEN: AM/PM CLOSE: AM/PM
10/21, 10/22, 10/23, 10/27, 10/28, 10/29, 10/30	OPEN: AM/PM CLOSE: AM/PM
List Dates Excluded: 9/1 Labor Day	
CIRCLE DAY(S) OF WEEK: MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY SUNDAY	
Signature of Authorized League Representative: Darlene Wilhams Title: NFL Registrar Date: 7/21/14	

SECTION B: School/Facility Only	
Location Available: YES/NO CIRCLE ONE	Principal or Authorized Signature: [Signature] Date: 8/12/14
Equipment Available: YES/NO CIRCLE ONE	SCHOOL/FACILITY USE SPECIAL NOTES: (DATES, EQUIPMENT, ETC. NOT AVAILABLE)
Custodian Assigned: YES/NO CIRCLE ONE	

SECTION C: Facility Use Department Only										
Tier 1	Tier 1A	Tier 2	Tier 3	Tier 4	Tier 5	Tier 6	Agreement	Grant	MOU	Title 1
INSURANCE REQUIREMENTS:	Certificate & Endorsement Letter approved/ Denied		Expiration Date: 1/1/15		Total Fees Due: \$ Per Policy					
Facility Use Payment Received: Date: 9/18/12 \$500-		Check# 2987		Invoice#		Revisions Allowed: 1 2				
Security Deposit Received: Date: 9/18/12 \$500-		Check# 2987		Invoice#		Revisions Allowed: 1 2				
Authorized Signature: APPROVED/DENIED		[Signature]		Date: 8/13/14		Posted: AUG 14 2014				

APPLICATION AND AGREEMENT FOR USE OF FACILITY - PAGE 2 of 4

Application will not be accepted unless all boxes in Section A are filled out and signed/initialed on all pages. Electronic signature not permitted. A non-refundable check in the amount of \$48.31 is due at time of application. Upon approval user must carry signed permit at all times when on school premises. Custodians cannot open facility if permit is not presented to them by user. Tracy Unified School District is not responsible for the set up of outside facility use. Equipment will be limited to what has been approved on permit. All Organizations and Businesses are to provide the Facility Use department with a list of their Board Member and/or officials names and contact phone numbers. Applicant allows at least 15-30 working days for processing. Never contact school sites. The applicant agrees to be present for the duration of the event.

Application: Applications are to be completed by a responsible adult and, in the case of an organization, the party shall be an officer or a person duly appointed by the organization to make such an application. All school-related activities shall be given priority in the use of facilities under the Civic Center Act. Thereafter, the use of facilities shall be on a first-come, first served basis. The school principal is authorized to designate the areas at his/her school which are available and suitable for the use requested. The school principal is the authorizing agent to recommend his/her school site as requested and then will forward the facility use form to the Tracy Unified School District, Facility Use Department for final approval or denial.

Scheduling: It is the user's responsibility to allow sufficient time to set-up and clean up the facility. These hours must be included in the rental period. Custodians do not set-up for your event. The user will be charged the actual cost of cleanup if litter, trash, or garbage remains on campus. The rented area should be left in the same condition in which you arrived. Organizations shall never leave a rented stadium unattended and will be held financially responsible in the event in the loss or damage to TUSD property. High Schools facilities are not available during the last week of school nor on graduation days. Permission to use TUSD facilities for a period exceeding one fiscal year shall not afford to any person or organization a real or implied monopoly.

Field Condition Hotline:

Field users are required to call the Tracy Unified School District *Field Condition Hotline* prior to each day of use at (209) 830-3297.

Rules of conduct: Unreasonable conduct of any participant shall be subject to immediate cancellation of use. Any conduct at an activity that is deemed offensive, indecent or contrary to the best interest of the community is classified as unreasonable. SMOKING, TOBACCO PRODUCTS, ALCOHOL, DRUGS, NO FIREARMS OR EXPLOSIVES ARE PROHIBITED ON ANY SCHOOL DISTRICT PROPERTY. Facility users must be aware of the location of emergency exits at all times. Facility users are prohibited from applying pesticides, chemicals, or cleaning products to district facilities or grounds. No persons shall be allowed to discharge any unauthorized substance into storm drains on school district property per State Water Resource Board Small Municipal Stormwater Permit, section F.5.a.1, *Legal Authority*.

Organizations or groups using school facilities under the provisions of Board policy shall be liable for any property damages caused by the activity. The Board shall charge the amount necessary to repair any damages and may deny the organization further use of school facilities. Use of District Furniture and Equipment: When a scheduled use includes use of district furniture or equipment, the user will inspect said furniture and equipment prior to use to ensure the safety of user participants. Facility Users are not permitted to store any of their belongings on sites.

Facility Users are not permitted to post banners or advertisement during regular school hours and only during their scheduled facility use time. Regular school hours are defined as 7:00am to 6:15pm Monday through Friday every week of the calendar year except Christmas Eve and Christmas.

No person shall cause or permit pets or animals to be on school grounds or in school/district facilities, although no part of the policy shall prohibit the appropriate use or access of legally approved/supervised service animals. With prior consent of the superintendent or designee, working animals shall be permitted limited access as appropriate.

Facility users must be aware of the location of emergency exits at all times. It is the users responsibility to provide security of their participants and spectators and to make sure they are adhering to TUSD policies.

No person other than authorized district personnel shall camp or pitch a tent on district property except as specifically authorized by an approved facility use permit, as per Tracy Municipal Code 4.16.180.

Facility renters are responsible for removing any trash brought onto district property by participants involved in their approved facility request.

Emergency Stand-by: In the event the assigned district employee is not present when scheduled, contact the security department Monday-Friday after 5:00pm at (209) 321-0242, 321-0036 or 321-0160. On weekends and holidays: **On Saturday contact (209) 321-1329 and on Sundays contact (209) 321-3417. Call these numbers on holidays.** If you call the weekend custodian out for any reason other than an emergency you will be charged an additional 2 hours of custodial fees. All of these employees will ask you for your approved permit before they open any gate.

Keys: Keys required to carry out any and all activities shall remain in the possession of authorized TUSD employees. Keys shall not be turned over to individuals, organizations, clubs, associations, etc. Buildings shall be opened, attended, and closed by an authorized employee of the TUSD.

Organization Initials:  **Date:** 7/27/14

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Parking: Tracy Unified School District parking lots are to be used only for parking and ancillary activities associated with other pre-approved uses of district facilities listed in attachment B, Schedule of Community Rental Fees. There shall be no parking of any non-district vehicle on Tracy Unified School District Property other than in designated parking lot areas. Facility renters are responsible for removing any trash brought onto district property by participants involved in their approved facility request.

Field Users-Portable Toilets & Dumpsters: Field Users are not allowed to use district site owned toilets and dumpsters. Leagues are required to provide their own portable toilets and garbage dumpsters. Leagues must contact the School Site to arrange delivery and the placement area prior to scheduling. Deliveries cannot be made during regular school hours. Leagues are responsible for the arrangement of their own clean outs services. Portable toilets must be secured to a fence and locked to avoid vandalism.

High School Stadiums: American flags are not provided to facility users. No food or drink is allowed on artificial turfs – plastic water bottles only. Sunflower seeds or gum are not permitted in the stadium. No PA speaker sound before 10:00am or after 9:00pm. PA equipment operated by adults only. No access to volume adjustment. No vehicles allowed in stadium except emergency vehicles. No outside soccer goal pegs in turf. Concession buildings are not available to facility users.

Payment: Unless prior permission is granted, a payment of facilities fees will be required prior to use of facilities and required district personnel fees will be billed after usage date. No-Show results in full custodial charge. Payments approved after use are required at time of receipt of invoice. Payment to be made to Tracy Unified School District, Facility Use Department, 1875 W. Lowell Ave. Tracy, 95376.

Return Check Fee: A Returned Check Fee of \$47.22 will be charged for Insufficient Funds.

Normal Insurance Requirements: Concurrent with the execution of the Use of Facilities permit, permittee shall provide the Tracy Unified School District with a Certificate of Insurance and Endorsement Letter naming the district as an additional insured and which meets the following minimum requirement \$1,000,000 million per occurrence, \$1,000,000 personal and ADV injury, \$2,000,000 aggregate bodily injury and \$1,000,000 Products-Comp/OP AGG. The Certificate "Naming TUSD, its employees, officers, board of directors, agents and volunteers as additional insured, under the above captioned policy".

High Risk Insurance Requirements: Any extreme hazardous risks (example: trampolines, bungees, and jumping devices, fireworks, aircraft, parachutes, domesticated or wild animals, rodeo, racing, circuses, climbing walls, deep fryers) will require prior approval by the three member facility use committee described later in this policy in the section entitled "Exceptions". These uses will require \$5,000,000 million per occurrence.

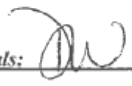
Indemnification: The facility use applicant assumes all responsibility for any and all losses, liability, theft and/or damage to the premises, equipment and other property while on school premises and hereby waives any and all claims and/or demands it may have against the School District, its Governing Board, Officers, Employees, and Agents arising from such losses, and/or liability, theft and/or damage. In addition, the facility use applicant agrees to defend, indemnify and hold harmless the Tracy Unified School District from any and all liabilities, obligations, claims, damages, suits cost and expenses, including, without limitation, attorney fees and costs, arising from directly or indirectly and/or in connection with the applicant's occupancy and/or use of the school's premises or any part thereof. The undersigned applicant state he/she are responsible adults and in case of an organization, the party shall be an officer or a person duly appointed by the organization, the party shall be an officer or a person duly appointed by the organization to make such an application.

Cancellation and Changes

Because the District must process applications and schedule staff to open and close the facilities, cancellations must be made 72 hours in advance of a scheduled event and/or for weekend events on Friday before noon prior to the weekend. Events which are not cancelled within 72 hours or for which no notification is made shall forfeit all fees. Facility Users are allowed (2) revisions (changes or cancellations) to an approved permit per year. Any thereafter will accrue an administrative fee of \$48.13. New dates cannot be added to an approved permit and will require a new application.

Statement of Information: The undersigned states that, to the best of his or her knowledge, the school property for use of which application is hereby made will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the government of the United States by force, violence, or other unlawful means. The organization on whose behalf he or she is making application as use of school property, does not, to the best of his or her knowledge, advocate the overthrow of the government of the United States or the State of California by force, violence, or other unlawful means, and that, to the best of his or her knowledge, it is not a Communist action organization or Communist front organization required by law to be registered with the Attorney General of the United States. This statement is made under penalty of perjury (per California Education Code 38136).

Organization Initials:

 **Date:** 7/27/14

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Declaration: We agree to conform to all the rules and regulations and the Board Policy and Administrative Regulations of the Tracy Unified School District.

Intent: It is desirable that community use be made of school facilities for public purposes when such use does not interfere with the education program.

Restrictions: No use by an individual or group for the commission of any crime or any act prohibited by law; no use shall constitute a monopoly for benefit of any person or organization; no use of school facilities or grounds which is inconsistent with their use for school purposes or which interferes with the regular conduct of school; no permits are issued for longer than one year; and permits are renewable and revocable.

Damage/Security Deposit: A damage/security deposit of \$500.00 will be charged to any outside user prior to use of facility. This is a refundable deposit and will be refunded 30-60 days after use provided the hours of use did not exceed those paid for and agreed upon in the approved permit, no additional custodial staff time required to clean to specification or repair of the facility, there are no fee issues or damage to the facility. The applicant agrees to reimburse Tracy Unified School District for all costs incurred in repairing damages including, but not limited to the facility, furnishings, fixtures, grounds, and/or additional cleaning required outside of the normal scope for said facility, which occurred in the connection with the permitted activity and caused by the renter, sponsoring organizations, and/or attendees. Reimbursement for such expenses will be in addition to the security deposit.

Maximum Occupancy: The number of people present, at any activity, shall not exceed the posted occupancy for the room(s) used. This is a FIRE REGULATION.

Signing this application acknowledges I have read and understand the Board Approved Facility Use Policy

Organization Name: Tracy Youth Soccer League

Signature of Authorized Representative: Dan Liu

Date: 7/27/14 Phone: _____ Fax#: _____

Email Address: danliu@tracyyouthsoccerleague.com

Please print clearly