

# CUERO INDEPENDENT SCHOOL DISTRICT

## FACILITY USE TERMS & AGREEMENT

### (PLEASE READ CAREFULLY)

Cuero ISD Board of Trustees holds the applicant, by signing below, thereby agrees and undertakes to save and hold harmless the district from any and all claims for damages, either personal or otherwise, that may arise out of the use of the property without regard to whether damage, personal or otherwise, is brought about or caused by the negligent operations of said property by applicant. The applicant agrees to pay the cost of any and all damages resulting from his or her use of the facility.

**\*\*\*Deposit and Fee(s) are to be based on the facility to be used.\*\*\***

**\*\*\*A Non-refundable deposit is due at time of requesting facilities.\*\*\***

**\*\*\*All rental fees are due three weeks prior to event.\*\*\***

**\*\*\*Facility use is not secured until deposit and rental fees are made.\*\*\***

**\*\*\*Cuero ISD reserves the right to change venues due to a CISD scheduling conflict.\*\*\***

No food or drink in gymnasiums. No drinks with red food color in any school facility.

**CUERO ISD BOARD POLICY FORBIDS THE USE OF SCHOOL FACILITIES BY ANY INDIVIDUAL OR ORGANIZATION FOR PROFIT OR GAIN TO SUCH INDIVIDUAL OR ORGANIZATION WHEN AN ENTRANCE FEE IS CHARGED, THE PROCEEDS MUST BE FOR THE USE AND BENEFIT OF SOME SOCIAL, EDUCATIONAL, OR CHARITABLE CAUSE SANCTIONED AND SUPPORTED BY THE PUBLIC IN GENERAL. THE USE OF ALCOHOLIC BEVERAGES AND TOBACCO PRODUCTS IS PROHIBITED ON ALL SCHOOL PROPERTY.**

Applicant Information:

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Address of Applicant

\_\_\_\_\_  
Address of Organization

\_\_\_\_\_  
Phone # of Applicant

\_\_\_\_\_  
Phone # of Organization

\_\_\_\_\_  
Email of Applicant

\_\_\_\_\_  
Email # of Organization

Please list the date and time of the event and what facilities you will need.

Date \_\_\_\_\_ Time \_\_\_\_\_

Facility \_\_\_\_\_

Please give a brief description of the event.

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Items needed for event (indicate number of each needed): \_\_\_\_\_ Tables \_\_\_\_\_ Chairs

(check item needed) \_\_\_\_\_ Sound System \_\_\_\_\_ Podium \_\_\_\_\_ Projector \_\_\_\_\_ Laptop

If kitchen facilities are requested you will need to get safety training from food services director prior to use:

Please have signed after training: **Food Service:** \_\_\_\_\_

Rental fee will cover up to **four hours**, additional time will increase fee by \$25 per hour.

Deposits and all fees are Non-refundable.

**\*\*\*CISD Facilities may NOT be available during the months of May and August.\*\*\***

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**For CISD Staff Use Only Below**

Rental Information - (See attached form for rental and non-refundable deposit fees)

Updated 01/01/2024

Date \_\_\_\_\_ **Non-refundable Deposit - \$100**

**Rental Fee including deposit** (circle appropriate fee):    \$350            \$250            \$200

Cuero High School	Cafeteria	Rental Fee	\$350 (Includes \$100 nonrefundable deposit)
	Boys Gym	Rental Fee	\$250 (Includes \$100 nonrefundable deposit)
Cuero Intermediate	Cafeteria	Rental Fee	\$250 (Includes \$100 nonrefundable deposit)
	Gym	Rental Fee	\$250 (Includes \$100 nonrefundable deposit)
District Board Room	Board Room	Rental Fee	\$200 (Includes \$100 nonrefundable deposit)

Administrator- \$30 per hour for a minimum of 2 hours.

Rental fee will cover up to **FOUR HOURS**, additional time will increase fee by \$25 per hour.

Campus Principal Approval \_\_\_\_\_

Staff Member in Charge \_\_\_\_\_

Maintenance Department \_\_\_\_\_

Food Service Director \_\_\_\_\_

Assistant Superintendent \_\_\_\_\_

Copies of agreement sent to: 1) Campus 2) Maintenance Department 3) Business Office  
4) Renting Organization 5) Campus Administrators and Department Directors

Organization will pick up and return key to the Maintenance Department.

Please inspect facility after event for damages. The administrator who inspected will need to report if facility was left undamaged.

PLEASE RETURN TO THE CUERO ISD ADMINISTRATION OFFICE

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