

BOARD APPROVED: _____

WEST MIFFLIN AREA SCHOOL DISTRICT
BUILDING PERMIT APPLICATION

Name of Applicant (Organization): _____

Applicant's Mailing Address: _____

(Street Address, City, State and Zip Code)

Applicant's Phone Number: _____ Date of Application: _____

Name of School: _____

Part of Building Requested: _____

Purpose of Meeting/Event: _____

Approximate Attendance Expected at Each Event: _____ Class: _____

Number of West Mifflin Area School District Residents: _____ Number of Non-Residents: _____

Admission Charge: \$ _____ Proceeds to be Used For: _____

Rehearsal Dates: _____

Event Month and Dates:

Month	Dates	Time (From/To)	Month	Dates	Time (From/To)

Release and Indemnification

In consideration of the permission granted for the use of the Location/Facility requested above, the applicant organization agrees that it will release, indemnify, save and hold harmless, and defend the District of and from any and all claims, losses, injuries and suits of any kind or nature whatsoever arising out of or in connection with the use of the property by the organization or its patrons, members, or guests. A Certificate of Insurance naming the West Mifflin Area School District as an additional insured is required at the time of application. The required amount is \$1,000,000.00 per person.

Authorized Signatures

The Board of School Directors of the West Mifflin Area School District must approve all applications for Building permits. The district reserves the right to cancel the permit in the event of inclement weather. Applicant agrees that all event participants shall remain in the designated area of the permit. The Principal or designated representative will determine the amount of security and custodial hours needed for the event. Your signature below indicates that you are the official representative of the applicant and that you have read and will comply with the Use of School Facilities Policy.

Signed: _____

(Applicant Official Representative)

Title: _____

Signed: _____

(Principal/Designated Representative)

Date: _____

USE OF FACILITY FEES

Class _____

Building Usage Fee (\$30.00 per hour)

Projected Number of Labor Hours _____

Total Projected Building Usage Fee _____

Security Fee (\$14.00 per hour)

Projected Number of Labor Hours _____

Total Projected Security Fee _____

Auditorium Fees

\$200.00 per Event per Evening (Secondary Schools) _____

\$75.00 per Event per Evening (Elementary Schools) _____

\$100.00 per Rehearsal (Secondary Schools) _____

\$50.00 per Rehearsal (Elementary Schools) _____

\$50.00 Stage Crew (Secondary Schools) _____

\$50.00 Sound/Lighting per Evening (Secondary Schools) _____

Additional Charges for Stage Manager & Crew _____

Total Projected Auditorium Fees _____

Cafeteria Fees

\$75.00 Dining Room only per Evening _____

\$75.00 Kitchen Area only per Evening _____

\$140.00 Kitchen & Dining Room per Evening _____

Number of Cafeteria Employees Needed _____

Total Projected Cafeteria Fee _____

Gymnasium Fee (\$6.00 per hour)

Class B Gymnasium Fees:

\$100.00 High School, Middle School, Emerson, Homeville _____

\$50.00 Clara Barton, New England _____

Class C Gymnasium Fees:

\$50.00 per Event/Game (Elementary Schools) _____

\$150.00 per Event/Game (Secondary Schools) _____

\$10.00 per Evening for Use of Showers _____

Total Projected Gymnasium Fee _____

Deposit Collected

TOTAL PROJECTED FEES _____

The Building Usage Fee is based on the number of custodians assigned. All groups requesting to use WMASD facilities must use school district security. Your group will be billed directly by Public Safety Security Consultants at their approved rate. Additional auditorium charges will be determined by the High School Principal. If the Kitchen is used, Cafeteria Employees must work and be paid per district policy. Your group will be billed directly by the WMASD Cafeteria. Class B Gymnasium fees are for adult recreation and are payable in advance. For one semester, there is a two hour limit, one day per week. For all other events, a \$100.00 security deposit will be required.