

Event Name: _____

Event Date: _____



PINNACLE CANYON ACADEMY

210 N 600 E • PRICE, UTAH 84501 • 435.613.8102

APPLICATION FOR USE OF SCHOOL BUILDINGS, FACILITIES, OR GROUNDS

(Application must be received by the Pinnacle at least 10 business days prior to event date.)

SECTION 1: REQUEST DETAILS

We respectfully request the use of (Check all that apply):

- ☐ Amphitheater ☐ Cafeteria ☐ Classroom ☐ Gymnasium ☐ School Grounds
☐ Testing Center ☐ Teen Center ☐ Other (please list) _____

Specify the exact room(s) number you are requesting: (e.g., Secondary Gym120) _____

Select building for use: ☐ Elementary ☐ Secondary

Date(s): _____ From: _____ A.M./P.M. To: _____ A.M./P.M.

Purpose of use (please describe):

SECTION 2: APPLICANT INFORMATION

Applicant's Name ^{and/or} Organization: _____

Address: _____ Phone: _____

SECTION 3: GENERAL INFORMATION

Please answer the following questions and affix your signature.

Check "Yes" or "No" for each question and complete the "Additional Info" column as needed.

Question	Yes	No	Additional Info (Please Complete if Applicable)
Is your organization tax-exempt nonprofit?	☐	☐	Tax ID #: _____
Is this a government-sponsored activity?	☐	☐	Sponsoring Agency: _____
Is this a school-sponsored activity?	☐	☐	School Administrator: _____
Has your organization leased this site regularly in the past?	☐	☐	(Optional notes)
Is this a personal or private business activity?	☐	☐	(Optional notes)
Will there be a fee, tuition, or donation collected?	☐	☐	Amount \$_____ Per Day / Per Hour
Do you plan to sell items on the facility grounds?	☐	☐	(Craft fairs, carnivals, concessions)
Have you arranged required police/security surveillance for this activity?	☐	☐	Agency/Contact: _____
Do you have the required liability insurance coverage?	☐	☐	Insurance Group/Policy #: _____
Have you attached a valid Certificate of Insurance naming Pinnacle Canyon Academy as an additional insured?	☐	☐	(Required before approval)

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SECTION 4: LIABILITY AND INSURANCE AGREEMENT

In consideration for being granted permission to use the facilities of Pinnacle Canyon Academy, the undersigned applicant/organization agrees as follows:

Assumption of Risk: The applicant/organization accepts full responsibility for the use of the facilities and voluntarily assumes all risks of injury, loss, or damage to persons or property that may occur during such use.

Indemnification & Waiver: The applicant/organization shall defend, indemnify, and hold harmless Pinnacle Canyon Academy, its Board of Directors, officers, employees, agents, and representatives from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses (including attorney's fees) arising out of, resulting from, or related to the applicant's use of the facilities. This includes claims caused in whole or in part by the negligence of Pinnacle Canyon Academy.

Insurance Requirement: Applicant/organization shall provide proof of general liability insurance with coverage of not less than **\$1,000,000 per occurrence**, naming Pinnacle Canyon Academy as an **additional insured**. A valid Certificate of Insurance must be submitted before facility use will be approved.

No District Responsibility: The district does not provide medical, accident, or personal property insurance for facility users. The applicant is solely responsible for providing such coverage, if desired.

Additional Clarification:

- Pinnacle Canyon Academy is not responsible for lost, stolen, or damaged personal property brought onto the premises.
- Pinnacle Canyon Academy is not responsible for any injuries that occur inside or outside Pinnacle property during or after the scheduled activity.
- Police surveillance or security is the responsibility of the applicant/organization, who must arrange and cover any associated costs.

SECTION 5: FEES & CHARGES

To be filled in by Pinnacle

Fee Type	Amount (\$)	Notes/Additional Info/Accounting Codes
<i>Rental</i>	_____	_____
<i>Custodial</i>	_____	_____
<i>Utilities</i>	_____	_____
<i>Cleaning/Damage Deposit</i> <i>(refundable)</i>	<u>\$100.00</u>	_____
TOTAL	_____	

Note: The Cleaning/Damage Deposit will be refunded in full if the facility is returned in the same condition in which it was provided. Pinnacle reserves the right to retain all or part of the deposit to cover the cost of cleaning, repairs, or damages resulting from facility use.

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SECTION 6: SIGNATURE

By signing below, I certify that I am authorized to act on behalf of the applying organization and agree to all terms and conditions listed above.

Applications must be submitted to the Business Manager at least 10 business days prior to the event.

Applicant Name: _____

Signature: _____ Date: _____

SECTION 7: SCHOOL APPROVAL

YOUR REQUEST FOR USE OF SCHOOL FACILITIES OR GROUNDS IS HEREBY:

Status: _____

☐ ***Approved***

☐ ***Denied***

Administrator's Signature: _____ Date: _____

Reason(s) for Disapproval (if applicable):

Notes (if applicable):
