

Public Property Use Policy

The Huron City School District recognizes that it is the guardian of public assets but also recognizes that the School District is an integral part of the community. And, from time to time, as a community member, it may be beneficial to loan its public property for use by its citizen owners.

In those cases the requesting individual or organization should prepare and submit a Public Property Use Agreement through appropriate channels.

Upon recommendation of the Building Principal or appropriate manager the Superintendent shall authorize use of school property.

A fee may or may not be charged. The Superintendent shall decide if a fee should be assessed. This would normally involve possible wear and tear on the property.

The District shall incur no cost when loaning district property and shall under no circumstances deliver, erect, pick up or otherwise be involved in the individual/organization requesting the use of the property unless on their own time.

Requests shall be reported to the Board of Education on a monthly basis.



**HURON CITY SCHOOLS
PUBLIC PROPERTY USE AGREEMENT**

Organization/Individual: _____ Date _____

Representative: _____ Phone: _____

Address: _____ Alt. Phone: _____

Date(s) Requested: _____

Property Requested: _____

Description of Use: _____

Insurance Information

Does your group have liability insurance? Yes No

Name of groups' insurance company: _____

Hold Harmless Clause

_____ (Name) agrees to indemnify and **HOLD HARMLESS** the Huron Board of Education and their agents and employees from all liability, claims, demands, damages, or losses arising out of _____ (group activity) whether it be caused by the negligence of indemnitor or the Huron Board of Education or either party's agent, employees, or otherwise.

Guidelines

1. Any changes in the above stated specifications must be approved the Administrator in charge, prior to the activity.
2. The organization and/or representative accept all responsibility for any claims for damages or injuries to persons or property incurred as a result of the above stated activity.
3. Any and all damages of equipment shall be charged to the person and/or organization named above.
4. Huron City School District activities take priority over all rental activities.
5. Any use fees must be paid prior to the activity taking place.

Superintendent's Comments:

Building Principal

Superintendent

PLEASE REMEMBER: Your Board of Education, as Custodian of Public Property, must protect the interests of ALL the taxpayers and electorate and is obligated to see that the general use of school property does not increase the total cost of operation to such an extent as to seriously hinder its major obligations- providing instruction for the youth **THE HURON CITY SCHOOL DISTRICT.**