

WATERFORD RECREATION AND PARKS COMMISSION

Revised 7/10/2022

Property Use Request for Waterford School Facilities/Fields

Today's Date: _____ Date Requested: _____ Group Requesting Use of Facility: _____

Name of School: _____ Which Room (s): _____

Day of Week: _____ Time of Day: From (include set-up) _____ To: _____

Purpose of Use: _____

Participant Attendance Expected Per Session: _____ Spectator/Attendance (if applicable) _____

Special Equipment or Considerations Requested (please be specific): _____

Specify Handicapped Needs (please be specific): _____

***** If using the Waterford High School Swimming Pool, all people must know how to swim or be in a lifejacket and one on one with a swimming adult. *****

Name of Adult Responsible for Activity: _____

Address: _____

Phone: _____ Email: _____

Additional Adult Supervisors: _____ Phone: _____

Name of Sponsor (if applicable): _____

Sponsor Address: _____ Phone: _____

Signature of Sponsor: _____ E-Mail: _____

INSURANCE COVERAGE: All individuals/organizations, or in cases of public entertainment which are not town functions, the user shall present a certificate of proof of liability insurance coverage for the dates and times to be used in the amount of **\$1,000,000.00** naming the Town of Waterford as an **additional insured**. In addition, the user may be required to present a security deposit in the amount of \$1,000.00 or a determined portion there-of. In lieu of a security deposit, the user may present a certificate of property insurance naming the Town of Waterford as additionally insured. In the event the user's property insurance has a deductible, the user shall provide a security deposit to cover the difference between the deductible and \$1,000.00 or a determined portion there-of. Upon completion of use, security deposits shall be returned in full, if there are no damages. If there are damages, the security deposit shall be used to offset the actual costs of repairs. All security deposits, when required, shall be in cash or by bank or certified check. Checks shall be made payable to the Town of Waterford. **It is recommended that Waterford Residents reserving/renting town fields or facilities consider purchasing insurance also because they are not covered under the town insurance and are responsible for any damage, injuries, or deaths that may occur to the people involved in their function whether participating or being a spectator.**

The Board of Education Policy, #4110/4210, prohibits smoking within school buildings and on school grounds. This policy is uniformly and aggressively enforced. It is the responsibility of all facility user groups to strictly adhere to this policy. Failure to comply could result in the assessment of a fee to hire a monitor or denial of use of the school facilities in the future.

AGREEMENT: It is understood and agreed that by signing this agreement, the undersigned and/or represented group will adhere to the policy and regulations of the Board of Education and the Town of Waterford as stipulated in FORM RP, "Rules and Regulations". The undersigned further understands the Town of Waterford and Board of Education are not responsible for any claims now or in the future the undersigned does have sufficient insurance in their name so as to guarantee this. The undersigned agrees that the Town of Waterford and its' agencies are held harmless from any such claims or damages and agrees to indemnify the Town in the event of any such claims or damages. I, the undersigned, understand that false or misleading information does not absolve my responsibilities.

Signature: _____ Date: _____
