



Use of Facility by Non-School Sponsored Groups

Complete this form and return to High School Activities Office.

Must include Roster, proof of insurance and/or premium check.

Roster to include student name, school they attend and coaches/sponsor names.

New for 2019 - 5 for team scheduling on Activities Scheduler

If a school day is cancelled or released early your practice time will be cancelled.

*Facilities are **not** available on no school, inservice days or during the summer.*

Group Name: _____ Sport/Activity: _____

Grade or Age Group: _____ Indicate by circling: Boys Girls

Name of Coach/Sponsor: _____ E-Mail: _____

Address: _____

Cell Phone #: _____ Alternate Phone #: _____

E-Mail: _____

Request for Gyms or Balcony - indicate 1st Choice, 2nd Choice or 3rd Choice

Circle Location Type: Gym Creek Balcony

Mon___ Tues___ Wed___ Thurs___ Fri___ (indicate preference by 1, 2 or 3)

Indicate number of days per week: 1___ 2___

Circle time frame preference: early evening mid evening late evening (may be adjusted; no times after 9pm)

Indicate beginning date: _____ **ending date:** _____

Insurance Information

All groups requesting gym time **must** show proof of insurance before gym time will be given. Clubs or Multi-team groups with multiple volunteer coaches will need to carry their own policies. Proof of insurance is required at the time of request of facilities. *AAU or independent team/groups may purchase their own insurance or may pay a nominal reimbursement fee to the groups who carry league insurance, these groups and amounts are listed below.* In the event the groups do not renew their policy, it is the responsibility of the AAU or independent team/group to obtain insurance and show proof of insurance to maintain facility use.

Softball - payable to CR Ladyhawks \$10 **Basketball** - payable to PBBA \$15

Activities Scheduler

Practice schedules are now available online and by an app. To assist in offsetting the cost of the Scheduler, a nominal fee of \$5 is be paid to the Club representing the sport you are playing: Softball - CR Ladyhawks, Basketball - PBBA, Volleyball - Prairie Power Hawks and Baseball - Prairie Baseball Club.

MUST BE SIGNED AND DATED BELOW

The below individual(s) have read and agree to abide by all rules related to the Facility Reservation System

Sign: _____ Date: _____

