Buildings and Grounds Office

Phone: 585-637-1887 Fax: 585-637-1889

Brockport Central School District 40 Allen Street Brockport, NY 14420-2296

TURF & POOL USAGE APPLICATION FORM

INSTRUCTIONS: Please complete and return application to the Facility Usage Coordinator in the Buildings & Grounds Office. Use ballpoint pen (please print legibly) or type. Applications must be submitted 30 days in advance.

REGULATIONS FOR FACILITY USE:

- School Recess FACILITY USE BY OUTSIDE GROUPS IS PROHIBITED DURING SCHOOL RECESS OCCURRING BETWEEN SEPTEMBER AND JUNE.
- Code of Conduct all applicants must read and abide by the Brockport Central School District Code of Conduct.
- **Turf/Pool Regulations** –all facility use will be in accordance with Brockport Central School District's Turf/Pool Regulations.
- **Board of Education** all facility use will be in accordance with the Brockport Central School District Board of Education policy.
- **No Smoking** in accordance with New York State law, smoking is **NOT** permitted on school district property.
- **Certificate of Insurance** a certificate of insurance for \$1,000,000 naming Brockport Central School District as an additional insured **MUST** be attached to this application for all outside groups.
- Thunder and Lightning Policy All applicants requesting Brockport Central School District fields must read and abide by the Section V Thunder and Lightning Policy (see attached copy).

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Applicant/Group Name:				
Person in Charge:				
Address:				
Telephone Number:		Fax	Numbe	r
E-mail address:		·		
DESCRIPTION	OF ACT	IVITY AND REQUESTE	D NEE	DS
Description of Activity Check one: Instructional Recreational Competitive	(Include	e number of people in at	tendand	ce and parking needs).
Pool usage: Lifeguards: School Personnel Requested: Instructor/Lifeguard	Name: Age: Name: Age: Name: Age:			
Senior Lifeguard over 21 Senior Lifeguard under 21	Life guards must be dressed properly and stationed in the lifeguard chair during the swim activity. Lifeguard certifications must be submitted with this application.			
Turf usage:	Lig			
Please check what is needed.	☐ Press box/score board☐ Concession Stand			
Dates(s) Requested:				
Day(s) of Week:				
Hours Requested: (include set up and clean up time)	From		То	
Actual time of event:	From		То	

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Equipment Requested:			
Is an admission fee charged for this event? Yes No	Amount \$		
Proceeds to be used for:			
	Insurance Information		
Insurance Agent:			
(Attach Certificate of Insurance)			
Agent Telephone Number:			
	RELEASE OF LIABILITY	1	
out of such use of the facility. This rebuildings and grounds. Furthermore District's Code of Conduct.			
Authorized Signee for Organization	Title		Date
	APPROVAL REVIEW		
Building Principal			Date
Director of Operations and Maintenan	nce		Date
Director of Athletics			Date
Director of Food Service			Date
Director of Security			Date
Director of Grounds			Date
Assistant Superintendent for Business	S DISTRIBUTION		Date
☐ Applicant ☐ Building ☐ CEPACS ☐ Building Custodian	☐ Food Service ☐ Operations & Maintenance	☐ Grounds e ☐ Business Office	☐ Athletics e ☐ Security

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CURRENT RATES FOR USE OF FACILITIES

STAFF/FACILITY Event Supervisor	STAFF/FACILITY RATE 30.00/hour	NUMBER OF DAYS/HOURS	TOTAL COST
Custodial Staff	30.00/hour		
Grounds Staff	30.00/hour		
Security Staff	30.00/hour		

(Non-refundable deposit of \$200.00 must be enclosed with application)

Pool	\$50/hour or	400.00/day	
Life Guard		15.00/hour	
Stadium Field(Rec.	/Community)	50/game/practice*	
Stadium Complex		400.00/hour*	
Prep/clean up Fees	for turf field	30.00/hour*	

^{*}Stadium Complex includes – concession stand, press box/score board, lights (if needed). A person will have to have the approval of the district to run the press box/score board. You will need a qualified person to run the concession stand as per New York State Regulations. There may also be a prep/clean up fee charged.