FUQUA SCHOOL

FIELD/GILMER GYM RESERVATION AGREEMENT

General Information: Please provide the requested information.		
Name/Organization:		
Contact Person:		
Home Telephone:	Work Telephone:	
Address:		
Type of Field/Gym:		
Date of Event:	Hours needed: from ( ) to ( )	Month(s) needed:
Name of Field/Gym Requested:		
Approximate Number Attending:		

General Public: The following information is for rentals made to the general public.	
Playing Field Rental	$40.00 per rental period*
Practice Field Rental	$20.00 per rental period*
Gilmer Gym Rental	$40.00 per rental period*
**A rental period is 3 hours.* **Nighttime use of a playing field will have a charge of $25.00 per rental.*	

Current Fuqua Faculty/Staff/Alumni/Family: The following information is for rentals made to current Fuqua Faculty/Staff/Alumni/Family. This rate is strictly for the family member enrolled/employed at Fuqua School, and must be the person renting and using the facility.	
Playing Field Rental	No Fee
Practice Field Rental	No Fee
Gilmer Gym Rental	$40.00 per rental period*
**A rental period is 3 hours.* ** Nighttime use of a playing field will have a charge of $25.00 per rental.*	

Upon receipt of the signed Field/Gym Reservation Agreement and rental fee(s), Fuqua School will reserve the field/gym for your event. The reservation will not be confirmed until both the signed Agreement and proper fees have been received. Rental of the Field/Gym is at the sole discretion of Fuqua School.

Payment Received_____

The _____ has been reserved for your use as outlined above.
I acknowledge the Rules and Regulations for the use of Fuqua School Fields/Gyms and agree to be bound by them.

_____ _____
Signature Date

_____ _____
Signature, Fuqua School Director of Operations Date

If an emergency should arise during your use of the facility, please contact the following:
John Ellington 392-1633 Ronald Williams 392-6283 Johnnie Etherton 603-7954

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605 Fuqua Drive P.O. Drawer 328 Farmville, VA 23901 434-392-4131 Fax 434-392-5062

RULES AND REGULATIONS FOR USE OF FUQUA SCHOOL FIELD/GYM

The signee shall defend, indemnify and hold Fuqua School, and Fuqua School's trustees, officers, employees, agents, and legal representatives harmless of and from all liability, loss, damage, cost, or expense (including, without limitation, reasonable attorney fees and expenses, whether incurred at the trial, pretrial, or appellate level) incurred in connection with claims by third parties arising from the use of the premises by the renter, to the fullest extent permitted by law.

For all groups, Fuqua Alumni, and Fuqua families, the signee/group must have a $1 million dollar liability clause for all **group** rentals. For Fuqua School faculty and staff rentals, a $1 million dollar liability clause may be required depending on the nature of the event. A copy of the insurance policy with Fuqua School added as a beneficiary is needed prior to the rental period.

The signee is responsible for damage to the field/gym. Any disturbance that warrants police intervention during field/gym rental will result in loss of future rental rights.

Smoking is not permitted on campus. No alcoholic beverages may be consumed on campus except for special events, which have been approved by Fuqua School.

Usage of the field/gym is for sports related events only. Non-compliance with this regulation will result in immediate termination of the contract and loss of future rental rights.

The gym/field must be left clean and free of food and trash. Trash cans are provided at all locations.

Keys for the gym may be picked up the day of the renal from the reception area of the Gee-Price Building. All keys must be returned to the reception area on the first business day following the rental period.