

**BRADFORD AREA SCHOOL DISTRICT GUIDELINES AND AGREEMENT FOR  
USE OF TURF BY OUTSIDE ORGANIZATIONS  
2023 - 2024**

These guidelines will assist in allowing allocation of the turf field to community organizations in an equitable manner and at a minimal cost. All school entities and outside organizations requesting the use of the multi-purpose turf field must agree to abide by the following guidelines. Failure to comply with these guidelines will result in the loss of facility usage by that organization and individual in the future. For purposes of these Guidelines and Agreement, the outside organization requesting to use the District's turf shall be referred to as "outside organization", "community organization", and/or "Renter", which terms shall include but may not be limited to the outside organization's employees, agents, volunteers and guest the outside organization invites onto and/or hosts on the District's turf.

1. All school related functions will have priority for scheduling of the turf field.
2. District and State Play-off games will have preference over any other outside organization.
3. No one non-school related organization will be permitted to monopolize the turf field.
4. Any organization using the turf field MUST have a custodian and field supervisor present.
  - Custodial Fees: \$32.11 per hour will be charged. This will include set-up and clean-up time in addition to the time allocated for the event.
  - Field Supervisor: \$10.00 per hour will be charged. This will include a ½ hour prior to the arrival of people participating in the event and until all parties have cleared the premises.
  - A minimum of 24 hours notice must be given when canceling an event.
5. Organizations requesting the use of the press box, public address system and/or scoreboard must use school personnel at an additional charge (listed on the application).
6. All outside organizations using Bradford Area School District facilities shall provide a Certificate of Insurance at the time of application for approval by the Bradford Area School District naming the Bradford Area School District as an additional insured with a comprehensive general liability insurance carrier licensed and authorized to conduct business in the Commonwealth of Pennsylvania with a combined single limit property and liability coverage of at least \$1,000,000 prior to the use of such facilities.
7. No metal cleats or spikes are permitted on the field or track.
8. The turf surface must be kept clean and free from litter and debris:
  - a. No gum, food, or tape is permitted on the turf field.
  - b. No sunflower seeds, chewing tobacco, candy, etc., are permitted on the turf or surrounding area.
  - c. Sports drinks are only permitted on the sideline areas.
  - d. Confetti, spray strings, fireworks or fire/heat sources of any kind are not permitted on the turf or surrounding area.
  - e. No bicycles, skateboards, scooters, skates or any vehicles of any kind are permitted on the track or turf.
9. Renter assumes financial responsibility for repair and/or replacement of equipment and facility necessitated by improper use or misuse.
10. Renter must provide for adequate crowd control.
11. The Principal reserves the right of final decision as to the use of school facilities by any organization or individual. The principal may cancel any "Application and Permit for Use of School Facilities" if, in his/her judgment, such action is deemed necessary.
12. Renter, as its own expense, shall indemnify, defend and hold the School District, its directors, officers, employees and agents harmless from and against any and all suits, causes of action, proceedings, loss, damage, liability or expense, including defense costs and legal fees, and claims of any nature, including but not limited to, damage to property and personal injuries, including death, directly arising out of or resulting from Renter's negligence or willful misconduct during use of the School District's facilities.

- 13. The Bradford Area School District property, facilities or equipment will be used in a careful and prudent manner to prevent any loss, defacement or damage to them. Good order and discipline will be maintained.
- 14. Rental payments will be made within thirty (30) days after use.

**Recommendations:**

Local groups supply their own field marking equipment including chains, down markers and yard markers. Any district equipment needed will be provided and set up by the custodian on duty.

Local groups are not permitted to access any district equipment.

The School District reserves the right to deny the use of facilities if rule/s are not followed and/or damages occurred.

I have read, understand and agree to the above. In consideration for Renter's Use of the District's Turf, Renter agrees to the above requirements.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**BRADFORD AREA SCHOOL DISTRICT**  
**APPLICATION AND PERMIT FOR USE OF MULTI-PURPOSE TURF FIELD**  
**JULY 2023 - JUNE 2024**

Rental Date/s: \_\_\_\_\_ Time/s: \_\_\_\_\_

Group Using Facility: \_\_\_\_\_

Purpose for Renting Field: \_\_\_\_\_

Certificate of Insurance Submitted Yes  No  Application cannot be processed until received

Arrangements by: \_\_\_\_\_  
Name Address Telephone

Send Statements to: \_\_\_\_\_  
Name Address Telephone

**THIS APPLICATION IS MADE SUBJECT TO YOUR AGREEMENT TO THE TERMS ON THE PRECEDING PAGE**

Rental Fee	# of days _____	@\$300.00/event	\$ _____
Custodian	# of hours _____	@ \$32.11/hour	\$ _____
Field Supervisor	# of hours _____	@ \$10.00/hour	\$ _____
Clock Operator	# of days _____	@ \$45.00/game	\$ _____
Announcer	# of days _____	@ \$30.00/game	\$ _____
Police (4)	# of days _____	@ varies/game	\$ _____
Chain Crew (3)	# of days _____	@ \$35.00/game	\$ _____
Spotter	# of days _____	@ \$35.00/game	\$ _____
Ticker Takers	# of days _____	@ \$40.00/game	\$ _____
Ticket Seller	# of days _____	@ \$40.00/game	\$ _____
<b>Total</b>			<b>\$ _____</b>

**This is not your invoice but an estimate of charges. You will be invoiced after the event.**

- Custodial hours must include a minimum of 1 hour before the event and 2 hours after the event and up to 10 hours of clean-up time depending on the event.
- BASD will make available:
  - Field with complete set-up – lights as needed.
  - Restroom facilities.
  - Locker room facilities for teams and officials.
- Booster clubs would benefit from additional revenue acquired from operating the concession stand.
- Rental fee may be waived for community organizations.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

_____	_____
Authorized Representative of Organization	Date
_____	_____
School Representative	Date