

Missouri School for the Blind - Terms and Conditions of Use

1. Applications for use of MSB facilities must be submitted at least one month prior to the requested date.
2. Applicants must sign and date attached "Release of Liability" form.
3. A single application may be made for a series of scheduled meetings of similar character; however, a separate application must be made for meetings which deviate from the original application.
4. Facilities used will be limited to those specified on the application. Any other use will result in cancellation of privileges.
5. The applicant shall certify to be responsible for any damage or abuse of school buildings, grounds or equipment occurring while using MSB facilities. The applicant shall agree to abide by and enforce the rules and regulations of MSB governing the non-school use of buildings, grounds and equipment.
6. Alcoholic beverages or controlled substances will not be brought to or consumed on school grounds or premises.
7. Use of tobacco or tobacco products will not be allowed on school grounds or premises.
8. Boisterous conduct, profane or improper language and other objectionable practices will not be allowed and must be controlled by the requesting organization.
9. Applicants are expected to maintain reasonable standards of cleanliness within the activity area. Furniture or equipment must be returned to its original location and all refuse must be deposited in the dumpsters at MSB's loading dock. In the event extra resources are needed to clean after a Attachment 1, Side 2 s may be assessed.
10. Applicants are expected to maintain the MSB facility and equipment in a satisfactory condition. If damages or abuse occur the requesting group will be billed for cost of repair and/or replacement and will be denied use of school facilities until payment is received.
- 11. A designated MSB representative must be on hand to open and close the facility. Keys will not be issued to user groups.**
12. Facilities cannot be used for the sale of goods or services, including refreshments, without prior approval.
13. All activities will end and the facility will be vacated by the time specified on this application.
14. User organization must conform to all local ordinances including police and fire department regulations.
15. Subleasing of MSB facilities will not be allowed.
16. Adult supervisors of organizations using school facilities will remain with their groups at all times during usage and will be responsible to MSB for observance of all rules. The adult supervisor will check in and out with the designated MSB employee. The adult supervisor will be the last to leave and will inform the MSB employee in charge to secure the building.
17. The user organization will be responsible for the enforcement of the above-related regulations and will be responsible for all participants, spectators and affiliated personnel.
18. Missouri School for the Blind will not compete with private enterprise; applications may be rejected when it is believed a commercial facility should be patronized.
19. School activities of Missouri School for the Blind take priority over community use.
20. Missouri School for the Blind reserves the right to cancel any permission given to use the facilities when it deems such action advisable and in the best interest of MSB, or to modify its policies at any time.
21. Whenever possible, MSB will notify the non-school users of cancellation at least one (1) week in advance. Inclement weather may cause short notice of cancellation.

I have read and understood the above terms and conditions of use and agree to abide by them.

Signature _____ Printed Name _____

Date _____

Submit this completed and signed application, along with the "Release of Liability" form to:

**Community Relations Office
Missouri School for the Blind
3815 Magnolia Avenue
St. Louis, MO 63110**