

Rogue Community College
Athletic Facilities Use Agreement
Redwood Campus, Grants Pass, OR

No. _____

Organization _____

Representative responsible _____ Telephone # _____

Address _____

Facility/Grounds Requested _____

Purpose of Use _____

Number of People Expected _____

Date and Time of Program _____

The building will be available only at the specific date and time listed.

RCC Sanctioned Club _____ Non-Profit Organization _____ Business/Individual/Profit Organization _____
(Please check one) Federal ID# (Required for Non-Profit Organizations) _____

Specific time building is to be unlocked _____ locked _____

Special arrangements _____

Please check the following facility(s) that will be requested:

PLEASE NOTE: NO FOOD OR BEVERAGES ARE ALLOWED IN ATHLETIC FACILITIES.

ATHLETIC FACILITIES							
Facility	Capacity	Ö	Initials	Facility	Capacity	Ö	Initials
Gym	840			Softball Field			
Gym - Restrooms				Soccer Field			
				Track			

Liability Insurance in the amount of \$1,000,000 is required for the use of the Athletic Facilities.

(Please see the Guidelines for Scheduling and Use of Facilities for more information.)

Facility requests, as well as equipment requests are on a first come, first served basis. All signatures are required to confirm reservation of facility and/or equipment. Scheduled RCC classes and meetings will be given first priority.

USE AGREEMENT

I have read and understand the attached use of campus facilities and fee schedule and agree to take responsibility for assuring that the group I represent, its individual members, and others in attendance at the above-named event will abide by the rules and regulations set forth.

Rogue Community College shall not, under any circumstances, be held liable for any reason of this Agreement, directly or indirectly, for any accident of injury to any person or persons whatsoever while on the premises or using the facility.

I agree to the Terms and Conditions as set forth in the attached Guidelines for Scheduling and Use of Facilities, and I further agree to pay the charges listed and any additional related charges NO LATER THAN FIVE (5) WORKING DAYS PRIOR TO THIS EVENT.

Signature of Representative _____ Date _____

<u>FACILITY CHARGES:</u> (FOR RCC USE ONLY)	Estimated	Actual
Total for Facility Use Fees	\$ _____	\$ _____
Total for Media Equipment Fees	\$ _____	\$ _____
Total for Facilities Equipment Fees	\$ _____	\$ _____
TOTAL CHARGES DUE	\$ _____	\$ _____

College contact person _____ Date _____

Approved by Facilities Director _____ Date _____

Approved by Dean _____ Date _____

PLEASE NOTE:

Groups using any facility are held responsible for any and all equipment therein.

If any materials/equipment are requested, the appropriate equipment request sheet must be filled out and attached to this agreement.

Please complete this form, keep one copy for your files, and return original copy with your check (if applicable) to:

**Rogue Community College
 ATTN: Coordinator of College Events
 3345 Redwood Highway
 Grants Pass, OR 97527
 (541) 956-7304**

~APPLICATION MUST BE SUBMITTED AT LEAST 10 WORKING DAYS PRIOR TO EVENT~