CONESTOGA VALLEY SCHOOL DISTRICT 2110 Horseshoe Road Lancaster, PA 17601

APPLICATION FOR HIGH SCHOOL ATHLETIC FIELDS/GROUNDS USAGE

Grounds are NOT permitted to be used before April 1st or after October 15th (Please return completed form to building principal.)

Name of Organization				Submission Date		
Description of Organiza	ation					
Percentage of member	ship is composed	of Conestoga Valley r	esidents?	(%)	Non-Profit	Y/N
Number of Spectators/	Participants at th	is event	Is this a	a fundraising Eve	nt? Y/N	
· <u> </u>	grass (1/2 field)	Extra Practice Field 3 (1/ Access Road Field-grass Baseball Field-Varsity Baseball Field-JV Softball Field-Varsity Softball Field-JV	-	Football Practi JH Football Practi Concession Sta Tennis Court	actice Field	
Equipment/Service Re			•			
Stage Lighting*	Sound System*			Microphone/Podium		
Scoreboard*	Tables/Chairs			A/V Equipment* (specify)		
Athletic Equipment (specify)				Other (specify)		
Grounds Service needed (sp	ecify details)					
	*Must be operated,	attended by trained perso	nnel approve	ed by administration.		
DATE	TIME	Description of Acti students/adults, e	• -	ting, practice, gar	me, rehearsal,	
List two persons who w to school district regula (Please print legibly)	•		age and w	ill accept full resp	onsibility for ac	dherence
Contact #1		Phone		_Email		

In the event an emergency arises in which an Automated External Defibrillator (AED) is needed, one is available in each school building in a mounted box on the wall outside the Health Office. Please ensure your group knows the location of the Health Office. The high school Trainer's Room also contains an AED.

The User(s) must give notice to the School of any accident resulting in bodily injury or damage to property of the School, or others, occurring on School premises or in any way connected with the use of School premises within twenty-four (24) hours of the incident.

Any performance or activity in which an admission charge or donation is requested could be subject to the township and school district admissions tax. It is the renter's responsibility to contact the Assistant Director of Business Services for a determination as to whether a particular activity is subject to an admissions tax. Adherence to the above will prevent the possibility of a group receiving notice of tax due that wasn't built into the pricing structure.

As required by the Commonwealth of Pennsylvania and Act 168, private and non-profit organizations are required to maintain current records documenting all employment history reviews and clearances of their employees and volunteers. Persons making application for the use of school facilities certify that their organization is in compliance with Act 168 of 2014 and Employee/Volunteer Background Clearances by signing below.

PLEASE NOTE: Conestoga Valley reserves the right to make final determination regarding staffing needs and rental fees. This application may be denied if all areas of this document are not complete.

Approval: Lead Groundskeeper	Date	Applicant's Signature	_
Approval: Building Administrator	Date	Applicant's Address	_
Approval: Athletic Department	Date	Applicant's Phone Number	
Approval: District Administrator	 Date	Applicant's Email Address	

***** Proof of liability insurance must accompany this application *****

