

GREENDALE SCHOOL DISTRICT

5900 South 51st Street / Greendale, Wisconsin 53129-2699

Business Services

Telephone: (414) 423-2700

Fax # (414) 423-2723

COMMUNITY USE OF GREENDALE SCHOOL DISTRICT FACILITIES BY NON-SCHOOL ORGANIZATIONS

Transfer of Risk and Liability Requirements

Non-school organizations requesting use of Greendale School District buildings and facilities accept the transfer of risk and liability for all individuals present on school district property for attendance at the non-school sponsored and/or non-school organized event.

The transfer and assumption of risk and liability by the non-school organization must be issued and accepted by the Greendale School District no less than fifteen (15) business days prior to the scheduled date of use. The means of completing such transfer and assumption are:

- 1) Non-school organizations shall provide a certificate of liability insurance and an endorsement to the liability policy that names Greendale School District, 5900 South 51st Street, Greendale, WI 53129 as an additional insured to the policy. The coverage must be in effect on the date of use, identify the name of the insured, describe the event, and include comprehensive, general liability limits of not less than \$1,000,000 per occurrence and \$1,000,000 aggregate for bodily injury and property damage. The policy endorsement should be remitted to the attention of Amy Martin at the address listed above.
- 2) Non-school organizations may apply to purchase a one-time endorsement to the Greendale School District's liability insurance policy. The endorsement will satisfy the district's liability insurance requirements for the individual event being held with coverage limited to bodily injury and property damage (Coverage A), a per occurrence limit of \$250,000, and subject to a per occurrence deductible of \$250. The rates vary by event classification and attendance. Please contact Renee Brunelli with questions relating to use of the Greendale High School and the respective school secretary with questions relating to use of Canterbury, College Park, Highland View, or Greendale Middle School. You may also contact Business Services at the phone number listed above.

Non-school organizations using school district facilities are also required to complete a Hold Harmless Agreement, signed by the official representative of that group. The agreement is located on the reverse side of this document. The agreement must also be received no less than fifteen (15) business days prior to the scheduled date of use.

(Over)

GREENDALE SCHOOL DISTRICT

5900 South 51st Street / Greendale, Wisconsin 53129-2699

Business Services

Telephone: (414) 423-2700

Fax # (414) 423-2723

COMMUNITY USE OF GREENDALE SCHOOL DISTRICT FACILITIES BY NON-SCHOOL ORGANIZATIONS

Hold Harmless Agreement and Indemnification

In consideration for use of Greendale School District facilities at _____ (building and location) on _____ (date of event) for the purpose of _____ (description of event), the _____ (name of authorized non-school organization approved for use) agrees to indemnify and hold harmless the Greendale School District from all loss, cost, expense, or damage associated with injury to person(s) or property in any way caused by the negligence or wrongdoing of _____ (name of authorized non-school organization approved for use) related to or arising out of the use of the Greendale School District premises named above, together with all legal expenses and costs incurred by the Greendale School District in defending any legal action.

And, the _____ (name of authorized non-school organization approved for use) shall, at their expense, defend any such action, suit or claim against the Greendale School District.

And, the _____ (name of authorized non-school organization approved for use) shall obtain such insurance as to protect themselves and the Greendale School District from any claim for damages of personal injury, including death, and/or property damage caused by the negligence or wrongdoing of the _____ (name of authorized non-school organization approved for use) relating to, or arising out of the event named above.

On behalf of the _____ (name of authorized non-school organization approved for use), I am authorized to accept the terms and conditions of this Hold Harmless and Indemnification Agreement.

Printed Name of Non-School
Organization Representative

Signature of Non-School
Organization Representative

Date Signed

This document must be completed and returned with evidence of insurance and additional insured endorsement no less than fifteen (15) business days prior to the event.