



Linn-Mar Aquatic Center Use Application
Linn-Mar Support Services Office
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Marion, Iowa 52302
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Rick Ironside - rironside@linnmar.k12.ia.us
Bobby Kelley - bkelley@linnmar.k12.ia.us

Attn: Rick Ironside, Executive Director of Support Services
Bobby Kelley, Aquatic Center Manager

Date of Application: _____

Name and Address of Organization: _____

Table with 3 columns: Profit, Not-For-Profit, Non-Profit. Includes text: - Beneficiary of Event Proceeds (check one)

Address of Organization: _____
(Address)

(City/State/Zip)

Phone Number: _____

Name of the group/team interested in using the Aquatic Center: _____

Name of the Supervisor, Coach, Director (person responsible for supervision): _____

Supervisor Phone Number: Home: _____ Cell: _____

Date(s) requested for Aquatic Center use: _____

Requested hours of use: from: _____ a.m./p.m. to: _____ a.m./p.m.

Are you interested in using the Daktronics timing system? (Circle one) Yes No

Type of swimming activity at the Aquatic Center: (Swim Meet/Diving Meet/Other) Please list below: _____

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Estimated Attendance: _____

Are you charging admission? Yes No

Amount charged for admission: \$ _____ **Entry fee for participants:** \$ _____

Estimate of all revenues collected with event's rental: \$ _____

Please check the following item(s) that you would like access to during your event:

- _____ Deep end 25 yard competition set up
- _____ Shallow end 25 yard competition set up
- _____ Deep end use for competitive diving events
- _____ Use of Daktronics timing computer for swim meets and/or diving meets
- _____ Use of concessions stand
***The Linn-Mar Booster Club reserves all concession rights and privileges.*

Please list any other special needs for your event(s) (outside equipment, chairs, catering, etc.) that you will be providing which must be approved: _____

In the event of severe or inclement weather in the form of a heavy snowfall, the Linn-Mar District is not responsible for assuring that the parking lots are plowed and accessible. The district will be prudent in clearing the lots, but in the case of a heavy snow, events may need to be cancelled.

It is the responsibility of the person in charge of renting out the Aquatic Center for their group to inform the Aquatic Center facilitator of the magnitude of their event. The Aquatic Center facilitator and the executive director of support services must have knowledge of this in advance and will hire police, site supervision, and trainers accordingly. All of this will be included in the pricing of the Aquatic Center rental.

All information will be processed by the Aquatic Center facilitator and the executive director of support services. If approved, you will receive a Usage Agreement, Cost Agreement and an Aquatic Center Protocol sheet. These forms must be reviewed, signed and sent back to the executive director of support services along with a check for the amount stated in the cost agreement and a copy of insurance naming the Linn-Mar Board of Education as secondary insured.

The above provided information is accurate and the person signing this application agrees to follow the guidelines stated in the Aquatic Center Agreement and Aquatic Center Protocol forms. If any of the information changes before use of the Aquatic Center, the individual signing the form must contact the Aquatic Center facilitator to discuss whether these changes can be implemented. ***The individual signing the agreement assumes full responsibility for fees incurred or damages sustained.***

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The undersigned individual or organization, by its authorized representative, agrees that all rules and regulations of the Linn-Mar Community School District will be strictly adhered to by all persons attending the meeting or event as set forth above. In addition, the facility is to be left as it was found. The undersigned will be responsible for insuring that those persons attending the event will utilize only the room(s) as indicated above and the halls and entrances thereto. The undersigned individual or organization shall be responsible for payment for any damage done to the building, the room or any of its contents, by any person attending the event which it is the sponsor.

The undersigned individual or organization hereby releases Linn-Mar Community School District, its agents and employees and agrees to indemnify Linn-Mar Community School District and hold Linn-Mar Community School District harmless from any and all property damage and bodily injury claims arising out of or resulting from his/her/its negligence during the use of the room as indicated above, including any expenses and attorney fees which Linn-Mar Community School District may incur in defending any such claim. ***Each individual or organization is required to furnish a certificate of insurance evidencing commercial general liability insurance in an amount not less than \$1,000,000 per occurrence and \$2,000,000 in aggregate.***

Applicant/Supervisor Signature (adult over 21)

Date

Aquatic Center Facilitator Signature

Date

Executive Director of Support Services Signature

Date

Processed by Sarah Offerman

(Initials)

(Date)