

## *Use of John Marshall High Facilities General Rules and Regulations*

*Please read the following procedures carefully and make certain that all members of your group are familiar with them. Your cooperation will aid us in keeping the sites as safe and clean as possible. Failure to follow any of the rules listed below may result in termination of the contract.*

- 1. No alterations to facilities shall be made without prior written approval.**
- 2. All activities must be under competent, adult supervision at ALL TIMES and all participants are expected to be respectful and courteous at all times.**
- 3. Have players arrive and depart at the exact time of your schedule. Please end all practices on or before your scheduled time.**
- 4. Applicant using facilities shall be responsible for payment of any and all damages to building and equipment caused by self/patron and shall be responsible for any security/custodial charges accumulated as a direct result of this use.**
- 5. Siblings must not be left unsupervised while teams practice. Please inform parents of this school district rule.**
- 6. Upon arrival, the coach should inspect the condition of the facility and inform the the school contact immediately of broken equipment, un-cleanliness or any situation out of the ordinary.**
- 7. No black sole shoes should be allowed on gym floors.**
- 8. Do not try to adjust backboards or allow anyone to hang on the net or rim of basket.**
- 9. Children should not be allowed to play on equipment in or on the facilities, or be allowed to remove any item from the area.**
- 10. No food or drinks are permitted in the gym. Water is allowed for players only.**
- 11. SMOKING, ALCOHOLIC BEVERAGES AND GAMBLING ARE NOT PERMITTED ON THE PREMISES AT ANY TIME.**
- 12. All properties are to be accounted for and left in good condition as received. All equipment used are to be put away IN THE CORRECT MANNER, IN THE CORRECT LOCATION.**
- 13. Candles are not to be used in any meetings or services.**
- 14. Please do reasonable clean up after use.**
- 15. Requested time should allow for set up/clean up. It is up to the responsible party to assure that the requested time limits are adhered to.**
- 17. The District reserves the right to determine whether special custodial, security, or technical assistance is required during weekend use of the facility.**
- 18. Coaches are required to carry a copy of the contract at all times while using any facilities. An administrator will check contracts periodically. Teams will not be allowed to practice, at any time, without a contract.**
- 19. FACILITIES WILL NOT BE OPEN FOR PRACTICE ON SCHOOL HOLIDAYS.**

**Request for Community Use of Marshall High School Facilities  
Northside Independent School District**

Name of Organization: \_\_\_\_\_ Today's Date \_\_\_\_\_

Authorized person making application: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Non-Profit \_\_\_\_\_ Profit \_\_\_\_\_ Liability Insurance Yes \_\_\_\_\_ No \_\_\_\_\_

**(A copy of insurance policy is required. Please submit.) Signature of Organization**

**Representative:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Requested Information**

Date(s): \_\_\_\_\_

Site Requested: \_\_\_\_\_ Facility: \_\_\_\_\_

Age Group: \_\_\_\_\_ Estimated # of Participants/Teams: \_\_\_\_\_

Day(s) of the week requested: \_\_\_\_\_

Time(s): (Must include Set-up and Clean-up Time)

From: \_\_\_\_\_ to \_\_\_\_\_

**Total Rental Hours** \_\_\_\_\_

**The nature of the activity is for Practice ONLY (NO games, scrimmages, tournaments, etc.)**

Does this activity serve current NISD students? \_\_\_\_\_ Approximate percentage of NISD students in Marshall attendance zone? \_\_\_\_\_

Date(s)/ Day(s)/ Time(s)

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**COMPLETE FORM AND EMAIL TO JOHN MARSHALL ATHLETIC COORDINATOR**

**EMAIL:** [timothy.williams@nisd.net](mailto:timothy.williams@nisd.net) or [Danielle.nichols@nisd.net](mailto:Danielle.nichols@nisd.net)