



# Application for Use of Facilities

\*\*\*Even if this application is marked as approved, the Facility User is not authorized to use any facilities until (1) the Agreement for Use of Facilities has been executed by both Facility User and Mission CISD, and (2) the Facility User has submitted payment of the Minimum Fee identified in the Agreement .\*\*\*

Applications must be filed no less than 10 days and no more than 60 days prior to the requested date of use.

DATE OF SUBMITTAL: \_\_\_\_\_

EVENT TITLE: \_\_\_\_\_

EVENT DESCRIPTION:

\_\_\_\_\_  
\_\_\_\_\_

LOCATION(S): \_\_\_\_\_ ROOM/FACILITY: \_\_\_\_\_

EVENT DATE(S): \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_  
(For additional dates, please attach Supplemental Event Form)

APPLICANT/LESSEE \_\_\_\_\_

Check One  NON-PROFIT  FOR PROFIT

All non-profit organizations must include copy of IRS Determination Letter

CONTACT NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_ PHYSICAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**INSURANCE INFORMATION - The applicant must provide an Accord Certificate of Insurance with types and limits of insurance specified in the Agreement for Use of Facilities (copy available at Finance Office).**

COMPANY: \_\_\_\_\_ POLICY NO.: \_\_\_\_\_

COVERAGE: \_\_\_\_\_ COVERAGE DATES: \_\_\_\_\_ TO \_\_\_\_\_

SET UP (check all that apply)  Audio/Video  Add'l Electrical  Food  
 Event Set-Up (Tables/Chairs)  Lights/Sound  Security **NUMBER OF ATTENDEES** \_\_\_\_\_  
 Other: \_\_\_\_\_



# Application for Use of Facilities

## APPLICANT SIGNATURE

I have read, understand, and agree to all provisions of the Mission Consolidated Independent School District for Use of Facilities Agreement and Addendum thereto, if applicable. On behalf of and as an authorized representative of the above named organization (applicant/lessee). It agrees to abide by the Agreement and any Addendum thereto; Mission CISD Policy GKD (Legal) and GKD (Local) and GKDA(Local); and all applicable laws and rules.

\_\_\_\_\_ *Print name of Applicant/Lessee*

\_\_\_\_\_ *Signature* \_\_\_\_\_ *Date*

\_\_\_\_\_ *Program Administrator Approval* \_\_\_\_\_ *Date*  
 Approved  
 Denied

\_\_\_\_\_ *Facilities & Operations Approval* \_\_\_\_\_ *Date*  
 Approved  
 Denied

\_\_\_\_\_ *Finance Division Approval* \_\_\_\_\_ *Date*  
 Approved  
 Denied

**FOR OFFICE USE ONLY:** This application is accompanied by current Certificate of Insurance: \_\_\_\_\_  
Non-Profit Charitable Organization Exemption Form: \_\_\_\_\_



# AGREEMENT FOR USE OF FACILITIES

Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

Date: \_\_\_\_\_

Parties: **Mission Consolidated Independent School District (“Mission CISD”)**  
1201 Bryce Drive  
Mission, TX 78572

\_\_\_\_\_ (“Facility User”)

\_\_\_\_\_

\_\_\_\_\_

Facilities: \_\_\_\_\_ (“Approved Facilities”)

\_\_\_\_\_

Event Title: \_\_\_\_\_

Event Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Minimum Fee: \_\_\_\_\_

## Preface:

Facility User has requested use of one or more Mission CISD facilities.

In accordance with Mission CISD policies GKD (LEGAL) and GKD (LOCAL), the parties enter into this agreement to set the terms of Facility User’s use of the Approved Facilities.

## Section 1: Rental Terms and Conditions

Facility User is authorized to use the Approved Facilities during the date and time identified above, but solely for the event described above and solely in accordance with all terms and conditions of this Agreement.

Facility User shall ensure that all of its employees, volunteers, participants, invitees, and all attendees comply with the requirements and restrictions of this Agreement. Mission CISD may at any time during or prior to the event revoke this Agreement and terminate the event due to Facility User’s failure (including that of its employees, volunteers, participants, invitees, and all attendees) to comply with the requirements and restrictions of this Agreement, which right is in addition to any other right that Mission CISD has under this Agreement.



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Amendments or modifications to this Agreement shall be in writing and signed by both parties. Only the Superintendent may approve an Amendment to this Agreement.

Facility User is responsible for restoring Mission CISD facilities to their original state after use. No Mission CISD-owned equipment may be used or removed from any facility or other alterations made to any facility without the specific written authorization of the Superintendent or designee at least two days before scheduled use.

Facility User accepts full responsibility for protecting school property and equipment, and assumes any and all liability for repairs or replacement of damage done to buildings, equipment, or other school property used by Facility User.

Facility User assumes full responsibility for the conduct of any and all persons using or present in the facility during the rental period.

### **Mission CISD's Right to Cancel**

This Agreement does not guarantee the Facility User any use or access to any facilities, including, but not limited to, the Approved Facilities. This Agreement, and any approved or scheduled use of any facilities, can be canceled at the discretion of Mission CISD without advanced notice, if the activities are determined, in Mission CISD's sole discretion, to be in conflict with any District activity. In the event of any cancellation, Mission CISD shall have no obligation to the Facility User, and, specifically and without limitation, shall not be obligated to locate and/or provide substitute space or pay any money, whether as damages or otherwise.

### **Fees and Payment**

Facility User shall pay all amounts owed under this Agreement, including, but not limited to, the Minimum Fee plus all additional amounts due under the terms this Agreement. Full payment of the Minimum Fee is due no later than one calendar week before the event date. Full payment of all additional money owed to Mission CISD is due no later than one calendar week after the event date.

All payments must be mailed or made in person at the Mission CISD Finance Office located at 1201 Bryce Drive, Mission, Texas. No Mission CISD employee is authorized to accept tips, gratuities, or wages directly from the Applicant/Lessee. Facility User bears the risk of submitting payment via mail, and Mission CISD is not responsible for any failure to receive payment.

The Approved Facilities will not be reserved for Facility User's use until Facility User and Mission CISD have both executed this Agreement. If Facility User cancels its event less than seven calendar days prior to the reserved date, Mission CISD shall retain 25% of the Minimum Fee as compensation for costs incurred and administrative time spent, as well as the lost opportunity to generate revenue from use of the facility from another potential user.

If the Facility User uses any facility beyond the approved time or in any way other than the approved used identified above, the Mission CISD will bill the organization for the additional time inclusive of custodial, security, and any other services provided. Facility User shall pay these additional costs as provided in this Agreement.

The organization's authorized representative who signs this Agreement personally guarantees all of the Facility User's payment obligations under this Agreement.

Facility User's Initials \_\_\_\_\_



# AGREEMENT FOR USE OF FACILITIES

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## Health Requirements

All food servings must be in compliance in accordance with Texas Health and Safety Code (HSC), Chapter 438, Subchapter G. A temporary food permit from the Texas Department of Health and Human Services may be required.

Facility User is responsible for complying with the City of Mission Health Department Code and the Texas Food Establishment Rules that provide guidelines for permitting and food safety standards for all food establishments. Failure to comply may result in violations that will be the responsibility of the Facility User. The City of Mission Health Department has established procedures that can assist with the advanced planning and management of food events.

## Security

Facility User is aware of Mission CISD's security requirements, which may require the presence and activity of security personnel, including, but not limited to, police presence. Facility User shall at all times cooperate with security personnel and not interfere with their duties.

## Nonprofit Status Verification Requirement

All 501(c) (3) nonprofit organizations shall provide a copy of their letter of determination from the IRS, and a copy of their 501 (c) (3) paperwork as part of this application. If the Facility User represented itself to Mission CISD as a qualified 501(c)(3) organization, but it is subsequently determined that the Facility User is not a qualified 501(c)(3) organization, Mission CISD may either cancel this Agreement and any authorized use of a facility, or charge to the Facility User the difference in fees under the applicable fee schedule.

## No Waiver of Immunities

Nothing in this Agreement waives or alters any immunities provided Mission CISD, its employees, agents, or officers, under Texas or federal law.

## Indemnity provisions

**FACILITY USER HEREBY AGREES TO AND SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS MISSION CISD, ITS AGENTS, TRUSTEES, OFFICERS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITY, AND CLAIMS OF ANY CHARACTER, TYPE OR DESCRIPTION (INCLUDING WITHOUT LIMITATION COURT COSTS AND ATTORNEY'S FEES, AND ALL SUCH OTHER EXPENSES OF LITIGATION OR COUNTER SUITS) BROUGHT OR MADE FOR OR ON ACCOUNT OF ANY INJURIES OR DAMAGES RECEIVED OR SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY ARISING OUT OF OR OCCASIONED BY OR CONNECTED WITH FACILITY USER'S USE OF MISSION CISD'S FACILITIES, INCLUDING, BUT NOT LIMITED TO, USE BY FACILITY USER'S AGENTS, OFFICERS, EMPLOYEES, OR INVITEES. SUCH INDEMNITY SHALL ALSO APPLY WHERE THE ABOVE REFERENCED SUITS, ACTIONS, LOSSES, DAMAGES LIABILITY, OR CLAIMS ARISE IN WHOLE OR IN PART FROM THE NEGLIGENCE OF MISSION CISD. FACILITY USER AGREES TO AND SHALL INSURE ITS OBLIGATIONS UNDER THIS PROVISION.**



# AGREEMENT FOR USE OF FACILITIES

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## Conditions of Facility Use

Facility User shall comply with the following conditions for use of Mission CISD facilities:

1. Upon District request, student rosters and/or other documentation will be provided as accompanying documentation to the application.
2. Due to safety and health concerns, no pets are allowed at events, including dogs (except for service animals).
3. All trash or recycle container pick-ups, other than those normally scheduled, which are required as a result of the organization's event will be paid for by Facility User.
4. Custodial cleaning shall be arranged for by the Mission CISD Finance Office and paid for by the Facility User at the rates listed.
5. All specialized equipment (projectors, PA systems, computers, lighting equipment, bleachers) will be operated solely by Mission CISD Employees. Additional fees for staff and equipment will apply for these services.

As required by Mission CISD policy, persons or groups using Mission CISD facilities shall:

1. Conduct business in an orderly manner.
2. Abide by all laws and policies, including but not limited to those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products or e-cigarettes on school property. [See Policy GKA]
3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.

Facility User shall be responsible for the cost of repairing any damages incurred during its use of Mission CISD facilities. **TO THE FULLEST EXTENT ALLOWED BY LAW AND IN ADDITION TO ALL OTHER DUTIES UNDER THIS AGREEMENT, FACILITY USER HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE MISSION CISD FOR ALL COSTS INCURRED BY MISSION CISD FOR ANY REPAIRS DEEMED NECESSARY IN MISSION CISD'S SOLE DISCRETION DUE TO ANY DAMAGE ARISING FROM FACILITY USER'S USE OF ANY MISSION CISD FACILITY, REGARDLESS OF WHETHER SUCH DAMAGE IS CAUSED BY FACILITY USER, MISSION CISD, OR ANY OF THEIR RESPECTIVE EMPLOYEES, INVITEES, OR ANY OTHER PERSON.**

No inflatables, amusement rides, or tents are allowed on any Mission CISD facilities without prior approval from the Mission CISD Finance Office.

In addition to the above, for the use of gymnasiums, fields, cafeterias, and stages, the following restrictions apply:

1. The use of decorations of any type and/or scenery/props must have prior approval.
2. Food and/or drinks are not allowed in all gymnasiums.
3. Facility User shall provide adult supervision during all events at the ratio of one adult for every 25 children participating in the event.
4. Use of Mission CISD kitchens is not allowed.
5. Alcohol is prohibited on all Mission CISD Facilities and within 1000 feet of Mission CISD properties. (Texas Education Code Section 38.007)
6. Smoking or tobacco use is prohibited on all Mission CISD Facilities. (Texas Education Code Section 38.006)



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7. Open flames are not allowed on any Mission CISD property unless approved in writing for food warming.
8. Firearms or explosives are not allowed on Mission CISD property.
9. Under no circumstances shall unattended vehicles be allowed to park in fire lanes, by fire hydrants, blocking driveways/gates, in handicap spaces, in handicap accessible routes, or other unauthorized areas such as sidewalks, parking islands, or playfields. (See section 3 – Parking).
10. Facility User is responsible for enforcing all requirements of this Agreement.
11. All groups and organizations using any of the Mission CISD playfields, playgrounds, or other outdoor facilities are required to vacate premises when lightning or other inclement weather is present.
12. Users of any of the Mission CISD playfields, playgrounds, or other outdoor facilities are required to adhere to the Mission CISD Integrated Pest Management Program. (See section 4 - Mission CISD Integrated Pest Management Program). For any pest control issues, contact the MCISD Finance Office.
13. All turf guidelines must be followed for the use of Mission CISD turf fields. (See MCISD Turf Usage).
14. No signage will be allowed to be put up inside or outside Mission CISD facilities without prior authorization by the MCISD Finance Office.

## **ADA Compliance**

Facility User hereby agrees, warrants, and represents that it will comply with the Americans with Disabilities Act. **FACILITY USER WILL INDEMNIFY AND HOLD HARMLESS MISSION CISD AND ITS OFFICERS, EMPLOYEES, AND AGENTS FOR, FROM AND AGAINST ANY AND ALL CLAIMS BY THIRD PARTIES ALLEGED AGAINST MISSION CISD FOR ALLEGED VIOLATIONS OF THE AMERICANS WITH DISABILITIES ACT RELATING TO APPLICANT’S/LESSEE’S OPERATIONS, PROGRAMS, AND/OR FAILURE TO MAKE ACCOMMODATIONS.**

## **Governing Law**

This Agreement will be construed in accord with the laws of the State of Texas without regard to conflicts of law principles. Mandatory and exclusive venue for any dispute arising out of this agreement will be a court of competent jurisdiction in Hidalgo County, Texas.

## **Criminal Background Checks**

Applicant/Lessee agree to prohibit its employees, agents, or others who have been convicted of: (a) a felony under Penal Code Title V; (b) an offense requiring registration as a sex offender under Code of Criminal Procedure, Chapter 62; or (c) an offense under the laws of another state equivalent to (a) or (b), above, from providing services, programs or training to public school age children in connection with use of Mission CISD property.

Mission CISD retains the right to process individuals background check and refuse any individual who is a registered sex offender to access our school facilities.



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**This Agreement shall not in any way be construed as an agreement to provide goods and/or services to Mission CISD. This Agreement does not require that Mission CISD pay any money to any person or entity. This Agreement shall not be construed to result in any amount due and owing from Mission CISD to any other person or entity.**

There are no third-party beneficiaries to this Agreement. The parties do not intend that any non-party have any right to enforce any part of this Agreement.

## Section 2: Mission CISD Schedule of Minimum Insurance Requirements

Facility User shall procure and maintain all insurance requirements described herein. NOTE: Mission CISD does not purchase liability insurance for death, property damage or personal injury, the operation of a motor vehicle by a member of the contractor, or the use of school property. The Applicant/Lessee must provide an Accord Certificate of Insurance with types and limits of insurance given below. **The Accord Certificate of Insurance must name Mission CISD as a Certificate Holder.** Mission CISD reserves all rights to accept or deny proposed coverage based on type, limits and the named underwriter.

All insurance coverage must be produced by an insurance agent licensed by the State of Texas Board of Insurance, and underwritten by an insurance company that has a minimum A rating in the current Best Book, is authorized to underwrite insurance in the State of Texas by the State Board of Insurance or it's designee, and is acceptable to Mission CISD. The insured shall be the named Facility User. Mission CISD must be listed as "Additional Insured". The Accord Certificate of Insurance shall include amounts of each deductible and all exclusions. The Accord Certificate of Insurance must provide coverage for the whole term of the Agreement for Use of Mission CISD Facilities. Mission CISD reserves the right to reject at any time a Certificate of Insurance submitted by an organization.

Facility User shall provide Fire Damage Liability insurance coverage with \$50,000 limits.

In addition, if the Facility User employs persons or officers, the Applicant/Lessee shall provide Workers' Compensation and Employer's Liability for statutory minimums required by State of Texas laws and rules, or produce certification that the Facility User is in current compliance with rules promulgated by the State of Texas Workers' Compensation Commission.

Facility User's that are governmental organizations shall provide statutory minimum coverage.

During the term of rental, should the Facility User require the use of the organization's or employees(s) vehicle(s) owned or rented by or donated to the Facility User to be driven within the boundary of Mission CISD property, the Facility User shall provide a Certificate of Insurance with the named entity as INSURED, and Mission CISD named as a Certificate Holder, with coverage for Automobile Liability at a minimum of \$500,000 combined single limit.

Facility User shall provide Commercial General Liability Insurance containing all coverage set out in the basic policy form in Texas including Products and Completed Operations, Contractual, Personal and Advertising Injury, Explosion Collapse and Underground Property Damage Hazard; insurance shall provide limits of:

Policy Aggregate:	(At least) \$1,000,000 or state "NONE"
Each Occurrence:	(At least) \$1,000,000



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Products/Completed Operations: (At least) \$1,000,000  
Aggregate: Fire Damage Liability: (At least) \$ 50,000

Automobile Liability Insurance:  
Combined Single Limit: (At least) \$500,000  
(Required if the organization owns vehicles and will be using to bring onto our school property.)

Workers Compensation (At least) \$100,000  
(Required if the organization has employees who will be performing manual labor of any kind on school property.)

### **Participant Accidental Insurance**

For physical type events, baseball, football, camps, basketball, etc. proof of participant accidental insurance is required with excess medical minimal of \$25,000 and a maximum of a \$100 deductible.

### **Section 3: Parking**

Safety is of utmost priority! An illegally parked vehicle may impede medical emergency access. Do not be responsible for any delays.

Facility User and its invitees, employees, and other attendees shall not park in fire lanes, by fire hydrants, blocking driveways, in handicap spaces or in handicap accessible routes. All vehicles illegally parked in any Mission CISD property may be towed at the owner's expense. Fire access roads shall not be obstructed in any manner, including parking of vehicles.

All groups using any Mission CISD facilities and grounds area must have clear access at all times. Large events may be required to hire extra security.

### **Section 4: Mission CISD Integrated Pest Management Program**

The Texas State Legislature passed legislation, requiring ALL school districts to have an integrated pest management program adopted by September 1, 1995. Integrated pest management, or IPM, is a pest management strategy that relies on accurate identification and scientific knowledge of target pests, reliable monitoring methods to assess pest presence, preventative measures to limit pest problems, and thresholds to determine when corrective control measures are needed. Under IPM, whenever economical and practical, multiple control tactics shall be used to achieve best control of pests. These tactics shall possibly include, but are not limited to, the judicious use of pesticides.

Facility User shall not allow any person to apply a pesticide or herbicide at a Mission CISD facility without the prior approval of the IPM coordinator and other than in the manner prescribed by law and Mission CISD's IPM program.

### **Section 5: Specific Requirements**

The following requirements apply to the Fine Arts Complex and Turf Field, **in addition** to all other requirements of this Agreement.

Facility User's Initials \_\_\_\_\_

## Fine Arts Complex

1. Seating Capacity for the Fine Arts Complex is 352.
2. In each theater, a fixed conventional lighting rig and sound system with a limited selection of wired microphones are included in the cost of the rental. Any other special technical needs (i.e. mirror balls, black lights, etc.) are to be provided by the Facility User.
3. Facility User shall provide ushers for all events; otherwise, Mission CISD will impose an additional charge to provide the ushers (1 usher per 200 attendees).
4. Rental cost shall be calculated on an hourly basis with a minimum of four hours for each rental period.
5. The rental rate shall be the same for set-up, rehearsals, and performances.
6. Facility User is not allowed to move, use, or operate Mission CISD audio/visual, light, or sound equipment (and related equipment). Only Mission CISD personnel provided by Mission CISD may move, use, or operate such equipment. The costs for such personnel will be paid for by Facility User.
7. If Mission CIDS deems it necessary to have additional labor, each additional employee shall be paid for by the Facility User.
8. Facility User understands that Mission CISD personnel will be paid for one hour prior to each rental period to allow for set-up and a minimum of two hours following the termination of each rental period for clean-up. Upon request from the Facility User, the facility may be opened earlier for set-up, however, billing will start at the time the facility is requested to be opened.
9. The minimum number of custodians and any other personnel necessary for the event and the hours worked will be determined by MCISD Finance Office.
10. Concessions of any food/refreshment items are strictly prohibited.
11. Each audience member must be seated in a fixed chair prior to the start of the performance. Seating in the aisles is prohibited per fire code.
12. Alcohol is prohibited on all Mission CISD Facilities and within 1000 feet of Mission CISD properties.(Texas Education Code Section 38.007)
13. Smoking or tobacco use is prohibited on all Mission CISD Facilities. (Texas Education Code Section 38.006)
14. Performances lasting longer than ninety minutes will require an intermission.
15. Fire, pyrotechnics, candles, or open flames of any type are strictly prohibited.
16. All scenery/props/decorations need to have prior approval from the campus Theater Director.
17. No items from a previous performance/event shall be left on stage, in storage, in dressing rooms or other areas after strike. All items must be removed during the strike period. Any item left after strike will be disposed.
18. Do not tamper with or block the emergency/fire protection equipment on stage (fire curtain release, manual smoke door release, fire extinguishers, emergency exits).
19. The use of special effects (smoke, fog, mist, rain and lasers) shall not be used.
20. Facility User takes full responsibility for the behavior of those in attendance, and will be held responsible for damage due to misuse, unauthorized use, and vandalism by their group, class, organization, or audience.

The lobby must be monitored at all times by House Manager throughout the performance.

## Turf Fields

The following guidelines must be followed by Facility User:

1. Facility User shall not exceed the following seating capacity for turf fields:
  - a. Tom Landry Hall of Fame Stadium: Home Side 5,094; Visitor Side 3,526
  - b. Veterans Memorial High School Stadium: Home Side 400; Visitor Side 250
2. **Attendee Guidelines:**
  - a. **NO** backpacks allowed. ALL bags, including purses and fanny packs, may be subject to being searched.
  - b. **NO** outside food or drinks when concession stands are held.
  - c. Positive sportsmanship expected at ALL times. Failure to comply with rules and guidelines will result in attendees to be escorted out of stadium without a ticket refund, if applicable.
  - d. All attendees may **NOT** enter the game without their shirts on and must **NOT** take shirts off during the game or function.
  - e. Umbrellas may be used as long as they do not obstruct the view of surrounding spectators.
3. **Fundraising**
  - a. Use of concession stands is exclusive to high school organizations and designated Athletic Boosters, Band Boosters, Cheer Boosters, Dance Boosters, and ROTC. The Mission CISD reserves the right to allow any of the foregoing to operate concession sales during any event.
  - b. Outside food and drinks will **NOT** be allowed in stadium when concession stands are held.
  - c. ALL fundraising activities within stadium premises must have campus Principal and Athletic Department approval.
4. **Signs / Banners**
  - a. Signs may not obstruct the view of the spectators.
  - b. Individual player signs may be hand held, but may not be displayed at the stadium.
  - c. Spirit crews and hand held flags will be allowed to participate during the game with campus approval.
5. **Only authorized personnel will be allowed on the sidelines**
  - a. Head Coach is in charge of all coaches, players, and managers in their team area.
  - b. Athletic trainers are in charge of their student athletic trainers.
  - c. Cheerleaders in uniform and Cheer Sponsors are allowed on the track.
  - d. Mission CISD Administrators will be allowed on the track with proper ID.
  - e. Students, parents, and private photographers will not be allowed on the sidelines.
  - f. News Media with credentials, school photographers, and special assignment personnel are permitted with proper identification/sideline pass.
  - g. Visiting TV or Radio Stations must contact MCISD Athletic Director prior to game for location of equipment.
  - h. The Athletic Department and Police/Security Personnel along with campus game Administrators are responsible for enforcing all stadium guidelines.



# AGREEMENT FOR USE OF FACILITIES

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## 6. Guidelines for the Track and Turf:

- a. **NO** balloons, confetti, streamers, silly string, glitter, rice, or powder of any kind
- b. **NO** gum or candy of any kind
- c. **NO** sunflower seeds or shelled nuts of any kind
- d. **NO** food of any kind
- e. **NO** sports or soft drinks of any kind (**water is only allowed**)
- f. **NO** tobacco /tobacco products (anywhere on school property)
- g. **NO** noise makers; whistles, air horns, etc.
- h. **NO** bicycles or skateboards
- i. **NO** sharp or pointed objects/props of any kind are permitted on field unless heavy protection covers are provided.
- j. **NO** shoes with pointed heels of any kind
- k. **NO** glass containers (anywhere in stadium)
- l. **As per UIL regulations, NO** spectators are allowed onto the track or field before, during, or after any game. Special events such as parent’s night must be cleared through the Athletic Department prior to event.
- m. **NO** vehicles are allowed on track or field without the permission from the Athletic Department.
- n. **NO** tickets will be refundable or transferable.
- o. **NO** animals allowed in stadium with the exception of guide dogs for the visually impaired
- p. **NO** campsites (tent set ups) allowed inside fenced field/track area.

## 7. Equipment

- a. All equipment brought into the stadium needs to be rubber-based or rubber tipped.
- b. Sharp edges that may cause damage to the artificial turf shall not be allowed.

8. Turf Fields may not be available for use during extreme hot weather.

Signed,

**MISSION CISD**

**FACILITY USER**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
 FACILITY RENTAL FEE SCHEDULE  
 NON-PROFITS

Facility	Minimum Charge (2–4 hours; includes custodial service)	Additional Charge – Facility (Each additional hour)	Additional Charge – Labor (Each additional hour)	Security Service Hourly Cost
Satellite Cafeterias Elementaries	\$120 (2 hours)	\$60	\$40	\$25
High Schools Cafeterias (seating area only) Mission and Veteran’s Memorial High Schools	\$200 (2 hours)	\$100	\$40	\$25
High Schools Cafeterias (Kitchen) Mission High Veterans Memorial	\$120 (2 hours)	\$60	\$40	\$25
Computer Lab Professional Development Center (PDC)	\$200 (2 hours)	\$100	\$40	\$25
High School Gym Veterans Memorial High	\$500 (2 hours)	\$150	\$40	\$25
Tennis Courts Mission High Veterans Memorial	\$250 (2 hours) W/Lights	\$125 w/Lights	\$40	\$25
Jr. High Gyms Mission Jr. High, Kenneth White, Alton Memorial, Rafael Cantu Junior High	\$150 (2 hours)	\$75	\$40	\$25
Neuhaus Gym Complex	\$600 (3 hours)	\$200	\$40	\$25
Football Stadium Tom Landry	\$10,000 (4 hours)	\$1,000	\$40	\$25
Football Stadium Veterans Memorial HS	\$2,000 (4 hours)	\$500	\$40	\$25
Softball, Soccer, Baseball High School Fields Mission High Veterans Memorial	\$1,200 (4 hours)	\$300	\$40	\$25
Football Burnet Field Mission Jr. High	\$400 (4 hours)	\$200	\$40	\$25
Fine Arts Complex Mission High Veterans Memorial HS	\$500 (4 hours)	\$125	\$40	\$25
Other Facilities not listed	.0175 sq. foot/hr		\$40	\$25

MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
 FACILITY RENTAL FEE SCHEDULE  
 FOR-PROFITS

Facility	Minimum Charge (2–4 hours; includes custodial service)	Additional Charge – Facility (Each additional hour)	Additional Charge – Labor (Each additional hour)	Security Service Hourly Cost
Satellite Cafeterias Elementaries	\$150 (2 hours)	\$75	\$40	\$25
High School Cafeterias (seating area only) Mission HS Veterans Memorial HS	\$250 (2 hours)	\$125	\$40	\$25
Cafeterias (Kitchen) Mission HS Veterans Memorial HS	\$150 (2 hours)	\$75	\$40	\$25
Computer Lab Professional Development Center (PDC)	\$250 (2 hours)	\$125	\$40	\$25
High School Gym Veteran's Memorial	\$1,000 (3 hours)	\$300	\$40	\$25
Tennis Courts Mission HS Veterans Memorial HS	\$300 \$350 w/Lights (2 hours)	\$150	\$40	\$25
Jr. High Gyms Mission, K. White, Alton Memorial – Rafael Cantu Junior High Schools	\$200 (2 hours)	\$100	\$40	\$25
Neuhaus Gym Complex	\$1,200 (3 hours)	\$400	\$40	\$25
Football Stadium Tom Landry	\$10,000 (4 hours)	\$2,000	\$40	\$25
Football Stadium Veterans Memorial HS	\$2,000 (4 hours)	\$1,000	\$40	\$25
Softball, Soccer, Baseball High School Fields Mission High Veterans Memorial	\$1,400 (4 hours)	\$300	\$40	\$25
Football Burnet Field (Mission Jr. High)	\$500 (4 hours)	\$125	\$40	\$25
Fine Arts Complex Mission High Veterans Memorial HS	\$500 (4 hours)	\$125	\$40	\$25
Other Facilities not listed	.0175 sq. foot/hr		\$40	\$25