



Vision: Building Generations of Balanced and Academically Excellent Muslim-American Citizens

Peace Academy

Facility Rental Application

Note: Please check with the school's administrative office for availability of space before submitting this application for file.

Following fees must be submitted in FULL at the time of application submission:

- Room charge with janitorial fees
- Cost for additional items
- Security deposit (\$100)

Date of Application: _____ Date of Event: _____

Event Contact: _____ Phone: _____

Email: _____ Organization Name: _____

Address: _____ City: _____ Zip: _____

Space Requested: ___ Gym ___ Cafeteria Time Requested: _____

Number of attendees: _____ Will you charge admission? ___Yes ___No If yes, how much? _____

Event Rules:

- The applicant agrees to be responsible for any damages that may occur to the building, equipment or premises as a result of the event.
- The school does not accept any liability for sickness, accidents or injuries of persons on premises.
- Parking must be in designated areas. NO parking on the *red fire lane*, the walkways or the grass.
- No smoking or vaping in or around the facility.
- Children should not be left unattended at any time.
- Applicant(s) will be held responsible if any items in lockers are missing or tampered with.
- Building doors must be closed at the conclusion of the event.

I release/waive/discharge all claims against Peace Academy, their entities, employees, and volunteers for any sickness or injuries sustained during or in the course of this activity. I agree that this waiver includes any claims that may arise by any reason.

I, the undersigned, do hereby agree to abide by the aforementioned rules.

Signature: _____ Date: _____ Phone: _____

*Please complete rental agreement form on page 2 (back of this page). *Incomplete form may delay or void this application.*



Peace Academy

Facility Rental Agreement

I, _____, agree to rent the following items from Peace Academy and to return the items in the same condition as rented, or agree to pay for the replacements. The cost of replacement will be determined by the school's administration at a fair market value.

| Initial | Item | Cost per unit | Total cost |
|-----------------------------|---|----------------|------------|
| | Gym (includes Tables & Chairs) Required Janitorial Fee | \$300 \$75 | |
| | Cafeteria (without kitchen access) Required Janitorial Fee | \$300 \$75 | |
| | Cafeteria (with kitchen access) Required Janitorial Fee | \$400 \$75 | |
| | Both Gym & Cafeteria (w/o kitchen) Required Janitorial Fee | \$500 \$100 | |
| | Both Gym & Cafeteria (w/ kitchen) Required Janitorial Fee | \$600 \$100 | |
| | Audio Visual Package (LCD, Microphone, Screen) | \$50 | |
| | Table Cloths – Black (includes vases & various décor) | \$50 | |
| Total of Rental Fees | | | \$ |

To ensure full return of the security deposit:

- All tables and chairs must be cleaned and returned to the storage location after usage.
- Facility must be cleared of any decorations and trash.
- All trash must be bagged and thrown in the dumpsters outside.
- The facility and its components including tables, chairs and all rented items must not be damaged.

Renter Signature

Date: _____

Peace Academy Representative Signature

Date: _____