

Joint Use School Rental Group Supervisor Authorization Form

Organization Edmonton BASKET BALL ASSOC.

Onsite Rental Group Supervisor _____

School Supervising _____

School Regulations

- 1) School doors shall be open fifteen (15) minutes before and re-locked fifteen (15) minutes after the commencement time on the license agreement. Should the group fail to report during this time, the date would be considered a no-show on the license.
- 2) No food or drink is permitted during activities without special permit. Schools and school property are no smoking areas

3) Supervisor of the rental group duties and responsibilities

- a) Upon arriving at the school, the supervisor of the rental group must identify themselves to the school staff on duty.
- b) Inspect the rental facility, change area and washroom facilities for damage and safety hazards.
NOTE: Any damage and/or safety issues must be reported immediately to school staff on site and within 2 working days to the Community Services Booking Office or your group will be responsible for repair costs.
- c) The rental group supervisor is responsible for the conduct of the members of the group they are supervising; as such, they are responsible to enforce all rules of the school and any instructions from school staff. Failure to do so will result in the immediate cancellation of your booking.
- d) Supervise entrances and adjacent areas to prevent unauthorized persons from entering the building.
- e) Limit activities to the area assigned to the group, and restrict participants to these areas.
- f) Ensure that the specified time is adhered to, and all participants vacate the building no later than 15 minutes after the end time identified on the rental license.
- g) Street shoes are not permitted in gymnasiums.

I have read and understand the above rules and agree on behalf of my group to adhere to them.

Signed _____
(Onsite Rental Supervisor – Signature)

The above named rental group supervisor is authorized to represent this organization during school gymnasium rentals in the school named above.

Organization _____
(Organization Representative – Signature)