



Allen County Schools Application for Rental of School Facilities

Conditions of Rental

All rental of school facilities is subject to the following conditions:

1. An official application shall be made to the Superintendent or the Superintendent's designee.
2. Rentals will be made only to responsible and organized groups, and responsible officers of that group must sign the application and the contract.
3. Conditions of that contract shall include:
 - a) Acceptance of responsibility by officials of the renting organization for any damage or loss resulting from the rental;
 - b) Agreement that renting organizations, and officers thereof, shall assume all liability for any personal injuries incurred during their use of the facilities and shall hold the Board harmless from any such claims against it;
 - c) Agreement to observe all fire and safety regulations;
 - d) Agreement that the use of any tobacco product, alternative nicotine product, or vapor product shall not occur on or in all property and that the use of alcoholic beverages is prohibited in school buildings or on school grounds;
 - e) Observance that no games of chance or otherwise immoral or illegal activity shall be allowed on the premises;
 - f) The presence of a school employee at all times. The hourly wage of the employee shall be included in the contract along with the social security and retirement payments required by law. If the employee is employed beyond the normal 40 hour week that s/he works for the Board, overtime wages must be paid.
 - g) The presence of a food service employee if the kitchen facilities are used. The hourly wage of the employee must be included in the contract along with social security and retirement payments required by law.
 - h) Agreement that no alterations to the buildings or grounds be made without prior approval;
 - i) Agreement that the renting party shall not sublease or reassign any portion of the building or item of equipment covered by the rental contract;
 - j) Agreement that school equipment shall not be a part of the rental contract unless specifically enumerated; and
 - k) Agreement to leave the facilities in as good a condition as before used.

Allen County Schools Application for Rental of School Facilities

Date

03/28/2026

Organization Name

Allen County Minutemen

Organization's Purpose

Semi pro football team

Contact Name

Daniel Mitchell

Contact Email

tunefulmitch77@gmail.com

Address

412 n court street Scottsville ky 42164

Business Telephone

606-524-6268

Home Telephone

N/A

Fax

N/a

Alternate Contact

Steven pulliam

Alternate Business Telephone

270-606-1679

Alternate Home Telephone

N/a

Alternate Fax

N/a

Nature of Event (Please describe the intended use of school property)

We are going to be hosting 11v11 football games

Is this a profit-making event?

- Yes
 No

Estimated number of participants

100+

Age group of participants

18+

Has similar event ever been held before?

- Yes
 No

School Requested

ALLEN COUNTY-SCOTTSVILLE HIGH SCHOOL

Room/Area Requested

- Athletic Complex
- Athletic Field
- Auditorium (ACSHS Only)
- Auxiliary Gym (ACPC Only)
- Classroom
- Gymnasium
- Other

Which field are you requesting?

- Baseball
- Football
- Soccer
- Softball
- Tennis
- Practice Field

Dates of Use

Date	Start Time	End Time
05/09/2026	04:00 pm	09:00 pm
06/13/2026	04:00 pm	09:00 pm
06/20/2026	04:00 pm	09:00 pm
06/27/2026	04:00 pm	09:00 pm
07/11/2026	04:00 pm	09:00 pm
07/25/2026	04:00 pm	09:00 pm

Is there a school employee that is affiliated with your group who will be participating in the event?

- Yes
- No

Additional Requirements (i.e. kitchen facilities, tables, etc.)

It's not required but if needed we'd like to be able to use the press box and lights for the field but it's not a must.

Printed material to be attached (programs, handbill, advertisements, etc.)

[No File]

School-Level Review/Approval

Is the requested facility is available on the requested date(s)?

Yes

Comments/Notes:

Noted in Arbitrator

School-Level Facility Designee

Brittany Walker

Date Signed

03/31/2026 03:41 pm

District Review and Estimated Cost

Total Number of Rental Days

6

Cost Per Day

125

Facility Rental (Base Cost)

\$750.00

Services Needed

- School Employee (non-custodial)
- Custodial
- Sound Equipment Operator
- Stage Lighting

Custodial Services

Comments/Notes

No charge, will be in part of the 50/50 split of gate.

Hourly Rate

0

Number of Hours

0

Estimated Cost

\$0.00

Explain any additional expenses that may be possible

If the 50/50 split is over \$750 no additional funds will be needed.

Estimated Other Expenses

0

Overall Estimate for Rental

\$750.00

Is certificate of liability insurance needed?

- Yes
- No

Signature

Brian Carter

Date Signed

04/01/2026 09:50 am

Contract Agreement

We, the undersigned, hereby have read and understand the Conditions of Rental, reviewed the estimated cost and agree to be responsible for any damage inflicted on or to the facility or related equipment while be used by our organization. We further agree to pay the Allen County Board of Education as indicated in the estimated cost for use of the school property including associated staff fees.

If applicable, a valid certificate of liability insurance will be provided in advance and attached to the rental contract. **The district must be listed as Additionally Insured.** The presence of a school employee shall be required at all times. The hourly wage of the employee shall be included in the contract along with the social security and retirement payments required by law. If the employee is employed beyond the normal 40-hour week that s/he works for the Board, overtime wages must be paid.

Please upload a copy of the certificate of liability insurance

[Private File Not Included]

User Signature

Daniel Mitchell

Date Signed

04/16/2026 08:56 pm

District Administrator Signature

Brian Carter

Date Signed

04/01/2026 09:52 am

We agree to reimburse/pay the Allen County Board of Education for custodial and other staff fees incurred. Please note this is just an estimate and actual charges may vary slightly.