

**Special Additional Provisions for the Davis Auditorium, KIVA and Gymnasium and Eisenhower Little Theater and Gymnasium**

1. Yakima School District's building facilities have been provided primarily and specifically for the use of educational programs for school-age children. Any other use of district facilities must be subordinated to this educational program. These facilities may be used for programs that are educational, civic or entertaining in nature and that are beneficial to the welfare of the community.
3. All applications for use of these facilities are subject to the approval of the high school principals and/or their respective managers for dates and times available.
4. Organizations which desire commitments involving long-term use of these facilities may make special arrangements with the director of support services.
5. A calendar of programs and events will be developed by the principals at these locations each year during the month of August for the following twelve (12) month period beginning September 1. If more than one (1) date is desired during any twelve (12) month period, it is essential that those requests be made as early as possible to avoid conflict with school use of facilities.
6. No keys will be loaned. Whenever these facilities are rented, the facilities scheduling coordinator or his/her appointed representatives will open and close the building. The facilities scheduling coordinator or his/her appointed representative of the school district on duty shall be in complete authority.
7. At no time shall food or refreshments be carried into these areas, nor will food be served or consumed within the perimeters of these areas except as required by script.
8. Tobacco products and/or alcoholic beverages/controlled substances are not permitted on school premises at any time.
9. The superintendent or his/her designee shall develop a schedule of fees and charges which will ensure that district funds shall not be used to support activities other than those consistent with the mission of the district and authorized by the board. School administrative officers reserve the right to enter these areas at any time.
10. If stage facilities are used in any of these facilities, district stage crew members and systems operators shall be employed at the current rate paid by the district. This shall include rehearsals, as well as actual performances.
11. Promotional material to be used in the lobbies and/or other areas must be approved by the facilities scheduling coordinator. Displays in these areas shall be restricted to materials directly related to program in these areas. Displays in any area may not be attached to the walls; they must be free-standing, and they must comply with local fire code.

12. There shall be no sales of materials or transactions involving contracts for sale of materials in these areas except for theatrical programs or items approved in advance by the director of support services. Nothing shall be sold in the seating area of these facilities.
13. Tape or sound recorders and photography equipment shall not be set up or used in these facilities without prior permission. Permission to tape or photograph a program must be obtained from person(s) in charge, the artist(s), and director of support services prior to performance.
14. The sponsor shall not grant live or delayed radio or television broadcast privileges to any person, organization or activity in connection with the sponsor's use of the leased facilities without prior approval of the director of support services.
15. The lessee shall not transfer his/her contractual responsibilities to any other person or group using these facilities.
16. During the school day, the use of these facilities normally is limited to school classes and school related activities.
17. The use of these facilities is limited to the hours the building normally is open, unless special arrangements are made with the high school principals and/or the director of support services.
18. Back stage space for set construction may be used if such space is available and such arrangements are approved by the stage managers and the director of support services.
19. Eligibility for operations of any and all equipment will be determined by the school principal, the facilities scheduling coordinator, and the facilities manager. School officials shall be the sole judge of such eligibility.
20. The box office and the lobbies may be used for advanced sales, as well as performance sales during the hours the building is open.
21. The facilities scheduling coordinator shall approve the copy for all tickets of admission for all events held in these facilities.
22. These facilities have maximum seating capacities as determined by the fire marshal. Any additional seating must be cleared by the support service director and must meet local fire codes. No seating in aisles or stairways is permitted.

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