



KHFI FACILITY USAGE REQUEST/AGREEMENT

TODAY'S DATE	
DATE(S)/TIME OF REQUESTED USAGE	
ORGANIZATION NAME	
PURPOSE OF USAGE	
REQUESTED AREA OF USAGE	
APPROX. NUMBER OF PEOPLE	
NEEDED ITEMS (CHAIRS, TABLE, ETC.)	
CONTACT PERSON NAME	
CONTACT PERSON PHONE	
CONTACT PERSON EMAIL	
CONTACT PERSON ADDRESS	

BY MY SIGNATURE BELOW, I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND, AND ACCEPT THE KHFI COMMUNITY USAGE GUIDELINES AND HOLD HARMLESS CLAUSE.

DATE

SIGNATURE OF APPLICANT

ACCEPTED BY KHFI Representative



Guidelines for Community Usage of Kewaunee Health & Fitness (KHFI) Facilities

1. KHFI Facility Usage Request must be completed and returned to KHFI Manager at least one week in advance of requested usage date
2. Usage must be during normal staffed hours
3. Usage must not conflict with existing KHFI classes or programs
4. Users must return facilities to original condition. Any damage will be the liability of the users.
5. Usage is restricted to the area(s) indicated on the approved Facility Usage Request. Users are NOT permitted to use KHFI fitness equipment, track, gym, or pool as part of the Facility Usage agreement. Applicant is responsible to ensure that other participants stay within the agreed area.
6. Preference will be given to non-profit organizations which support community health and wellness
7. Smoking is prohibited in the KHFI building and grounds
8. No alcoholic beverages or illegal drugs are permitted
9. Applicant assumes responsibility for or orderly and careful use of KHFI. The applicants assume liability for damage or loss of property that may occur. The applicants will hold KHFI harmless from claims arising out of KHFI facilities usage on the specified date or dates.

Hold Harmless Clause

All users shall agree to indemnify and save Kewaunee Health & Fitness, Inc. (KHFI) harmless against all claims, suits, demands, orders, judgment or other forms of liability as shall arise out of or by reason of action taken or not taken by KHFI. This agreement shall include but is not limited to damages and costs for which KHFI may be found to be liable as well as reasonable attorney's fees and costs necessary to defend the interest of KHFI. It shall further be agreed that this indemnification and hold harmless agreement will apply even if injuries or other damages were caused in whole or in part by acts of negligence by agents or servants or employees of KHFI.