

Botetourt County Public Schools
Request For Community Use of School Buses

The use of school buses for purposes other than transporting children to and from school for the regular school hours and for extracurricular activities is permitted with prior approval of the Superintendent or designee and in accordance with regulations pertaining to field trips. Only current Botetourt County Public School bus drivers may be used on these special community trips. The agency using the school buses shall indemnify and hold harmless the School Board from any and all liability of the School Board by virtue of use of such buses pursuant to the attached agreement.

APPLICANT AGREEMENT:

The Superintendent or designee is authorized to approve and sign an Applicant Agreement that meets the requirements of the Board and these regulations. The Applicant Agreement shall include, but not be limited to, the following provisions:

1. The Renter will be responsible for payments to the Botetourt County School Board as follows:
 - (a) Payment for personnel (bus driver) at a rate to be determined at the time of agreement; and
 - (b) A bus rental per hour at a rate to be determined at the time of agreement (current rate is \$17/hour); and
 - (c) \$1.00 per mile traveled during the bus rental.
2. The Renter will be responsible for payment of a 50% deposit, 10 days in advance of the event date. The remaining balance is due not later than 30 days after the event concludes. Payment can be made by check, certified check, money order or cash to Botetourt County Public Schools. Deposit is fully refundable up to 24 hours prior to the event.
3. The Renter will be responsible for any and all damage to the inside of the bus, for the duration of the times (s) and date (s) listed on the application. The Renter shall not be permitted to use a Botetourt County Public School bus again if the Renter fails to rectify and repair all such damage.
4. The Renter will agree to indemnify and hold harmless the Botetourt County School Board, and all its officers, employees, and agents from any and all claims demands, suits causes of action, or judgments any person had, now has or may have in the future against the event which is the subject of this agreement. The Renter will obtain appropriate liability insurance in the minimum amount of \$1,000,000 and will name Botetourt County Public Schools as a named insured for purpose of the event, and will provide proof of insurance prior to the rental date.
5. The Botetourt County School Board shall not be liable for the actions or non-actions of the Renter and passengers resulting in damages to any persons while using this transportation.
6. The Renter has an open membership policy and does not discriminate on the basis of race or sex.
7. Smoking and alcohol use are prohibited on the bus at all times during use by the Renter pursuant to the Applicant Agreement.
8. The Renter shall be responsible for the actions of all parties utilizing the bus pursuant to the Applicant Agreement.

9. The provisions of the Board Regulation are incorporated by reference and made a part of the Applicant Agreement.

COMMUNITY USE OF SCHOOL BUSES

Name of Group Making Request _____

Name of Event _____

Date Submitted _____ Number of Buses Needed _____

Date (s) of Events _____

Time (s) _____

APPLICANT AGREEMENT:

1. The Renter will be responsible for payment necessary for personnel at a rate to be determined by Botetourt County School Board. The current rate for renting a bus is \$17.00/hour, plus \$1.00/mile. Charges begin from the time the bus leaves the central lot and end at the time it returns. These fees are minimum amounts and the Central Administration reserves the right to charge more if actual costs are higher.

2. The Renter will be responsible for payment of a 50% deposit, 10 days in advance of the event date. The remaining balance is due no later than 30 days after the event concludes. Payment can be made by check, certified check, money order or cash to Botetourt County Public Schools. Deposit is fully refundable up to 24 hours prior to the event.

3. The Renter will be responsible for any and all damage to the inside of the bus, for the duration of the times (s) and date (s) listed on the application. Understand that the Renter will not be permitted to use a Botetourt County Public Schools bus again if the Renter fails to undertake these measures.

4. The Renter will agree to indemnify and hold harmless the Botetourt County Public School Board, and all its officers, employees, and agents from any and all claims demands, suits causes of action, or judgments any person had, now has or may have in the future against the event which is the subject of this agreement. The Renter will obtain appropriate liability insurance in the minimum amount of \$1,000,000 and will name Botetourt County Public Schools as a named insured for purpose of the event, and will provide proof of insurance prior to the rental date.

5. The Botetourt County Public School Board is not liable for anything the Renter does or sponsors while using this transportation.

6. The Renter has an open membership policy and does not discriminate on the basis of race or sex.

7. The Renter understands that smoking and alcohol use are prohibited on a bus.

8. The Renter is responsible for all parties in attendance on the bus.

I have read and agree to the terms of this Community use of School Bus agreement:

Signature of Individual Authorized to Make Request for Group

Phone Number of Individual Making Request

Signature of Director of Operations or Designee

Date

Adopted: December 12, 2019