

## **Facility Usage Frequently Asked Questions**

### **How do I need to rent a facility for an event?**

1. A completed rental application
2. A signed waiver of liability
3. A certificate of liability naming LSR7 as additional insured (see form titled “minimum insurance requirements”)
4. Proof of your organization’s 501 C-3 status if non-profit
5. Payment of all rental fees

### **Can anyone rent a facility?**

Groups using LSR7 facilities are limited to those who have at least 51% of their participants residing within the boundaries of the LSR7 school district.

### **Do you rent gym space to competitive sports teams?**

Yes. Each July the Facilities Office will hold a lottery for basketball teams who wish to reserve gym space for the upcoming season. For more information, please contact Jill Resendiz in the Facilities Office at 816-986-2453.

### **Are gyms available for softball or baseball practice?**

No baseballs or softballs are allowed in LSR7 gyms. Gyms are available to softball and baseball teams for conditioning purposes only.

### **How long does it take for my application to be processed?**

Please allow 5 to 10 business days for the rental application to be processed.

### **What types of facilities are available for rent?**

Facilities available for rent include classrooms, gymnasiums, cafeterias, ball fields, soccer fields, stadiums, Performing Arts Centers, wrestling rooms, and more.

### **Can I rent a facility when school is not in session?**

The LSR7 school district does not allow facilities to be rented to outside groups on days when school is not in session.

### **How soon must I submit an application for facility use?**

You must submit your application at least 2 weeks in advance.