Evergreen Valley College Facility Terms and Conditions

1. A completed application must be submitted to the Administrative Services office 4 weeks in advance of the proposed event.

2. All groups using EVC facility must complete an application. There may be no advertisement or usage of the school property until the event is approved by Administrative Services.

3. Business Services Coordinator will determine availability of the particular site and whether an applicant is approved or denied. Permission of the use of EVC facilities shall not be based on the viewpoint or message of the applicant group.

4. Applicants may not be transferred from one group to another. Cancellations must be made at least 48 hours prior to the scheduled event.

5. For EVC Student Clubs, the Advisors will be the acting EVC site supervisor/representative on duty for their event. The advisor will assume full responsibilities and/or EVC owned equipment and facilities.

6. The Vice President of Administrative Services at his/her discretion may require uniformed security officers from the District Police or San Jose Police Department for any event. Police protection, if needed, must be paid for by the group using the facilities. The officers will take such measures as needed to protect the public and the EVC property while in their possession. You will result in loss of future use of EVC facilities, if failure to cooperate with law enforcement.

7. Applications for the use of facilities for the following academic year may be made at any time, but may not be confirmed until after July 1st.

8. Using groups shall meet the requirements of Section 20.30.700 of the City of San Jose Municipal Code; maximum sound level shall not exceed 55 decibels at the college property line.

9. Use or possession of tobacco, alcoholic beverages, drugs, and weapons are prohibited. Gambling, disorderly act is also prohibited.

10. Fields cannot be used during inclement weather or at other inappropriate times.

11. In the event of an emergency, Vice President of Administrative Services is authorized to use their discretion for cancellation of events, (ex. inclement weather).

***If EVC is closed due to weather, emergency, etc., all events and rentals are canceled until EVC is officially reopened.***

12. The applicant agrees to indemnify and hold harmless to EVC, and all their officers, employees, and agents from any and all claims, demands, suits, causes of each action, or judgments an person had, now has, or may have in the future against the event which is subject to this agreement. Evergreen Valley College assumes no liability for personal injury suffered by reason of the use of such EVC property pursuant to the facility use agreement.

I have read and agree to abide by the rules and regulations governing facility use in Evergreen Valley College