




Sponsorships

Parent Orgs
Boosters

Fort Bend ISD Guidelines



How can the Fort Bend ISD parent organizations and booster clubs recognize those who support their program, especially now that FBISD has initiated it's advertising campaign to raise funds to support the general operations budget?

Parent Organizations and Booster Clubs may recognize their sponsors as follows:

- Portable posters that are displayed on the campus and at local businesses indicating the sponsors name and what group they contributed to, i.e. Company logo with statement "Proud Sponsor of Austin HS Marching Band".
- T-Shirts to be worn by students, group Director and the parent group that displays group's name and logos of their sponsors, i.e. Ridge Pointe Football Booster thanks it's sponsors.....".
- The Parent Organization or Booster Club website and newsletter recognizing it's sponsors.
- Group event program may have a printed ad or "thank you" to sponsors, i.e. band concert program, dance team spring show program, football program, etc.
- Portable banner to be displayed temporarily at group events or in the stands at events. These cannot be adhered to fence lines, walls, scoreboards, posts/columns or bleacher rails.
- Sponsorship plaque to honor the sponsor for their contribution.
- Sponsorship announcement prior to, during, or after a group's performance at an event. Football quarters, 'power move' and time out sponsor announcements are reserved for the District.
- Thank you 'gift' to sponsor from the parent group or booster club that includes spirit wear or event admission tickets (all gifts must be funded by the parent group or booster).
- Performance at a business / company event as 'thank you' with appropriate approval from Administrators. The performance will be funded by the parent organization / booster, i.e. transportation.

For more information about the District's advertising program, please visit the FBISD Enterprise Fund Department webpage.

FBISD recognizes the great work that the parent groups do for it's students and appreciate you all very much. If you have further questions regarding this topic, please don't hesitate to reach out to us. Thank you for your hard work and dedication!

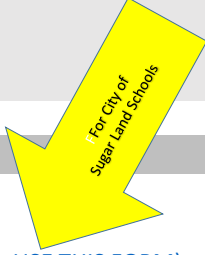


Approved Food Truck Vendor List

1. Check for approved food trucks that have permits where your school is located
 - If you don't see a food truck in your area that interest you, check other approved food trucks on the list
 - If you find one that's not listed in your area you can still invite them to your event. **They MUST obtain the proper permit to operate in that area.**
2. If the approved food truck vendor you select is not in your area and will participate in your event, please send required permit from the food truck vendor to cris.armijo@fortbendisd.com for documentation purposes.
3. **All food truck vendors must have proper permits for the area they are participating in or they can be shut down by that jurisdiction's health inspectors.**

FBISD SCHOOLS IN FORT BEND COUNTY	APPROVED FOOD TRUCKS
Aquatic Practice Facility Austin High School Bowie Middle School Bowie Middle School Brazos Bend Elementary Burton Elementary Bush High School Crockett Middle School Drabek Elementary Ferndell Henry Alternate Fleming Elementary Garcia Middle School Goodman Elemntary Heritage Rose Elementary Hodges Bend Annex Hodges Bend Middle School Holley Elementary Jordan Elementary Leonetti Elementary	Madden Elementary Mission Bend Elementary Mission Glen Elementary Mission West Elementary Neill Elementary Oakland Elementary Oyster Creek Elementary Park Elementary Patterson Elementary Pecan Grove Elementary Ridge Point High School Sartartia Middle School Scanlan Oaks Elementary Schiff Elementary Seguin Elementary Sienna Crossing Elementary Townewest Elementary Travis High School Walker Station Elementary
<i>Click on the link for more info about food truck</i> Anna's Gourmet Greek, Inc El Guajillo Houston Pizza Venture/Papa Johns Kona Ice of Houston Lopez Mexican Restaurant Mary Had a Little Party OffBeat Eatz SweetRide! Tacos Ole The Grove Donutz & Deli Truck Tu –Go Kitchen Uncle Louie G's Italian Ice	
For more info about permits for Fort Bend County: Fort Bend County Procedures for Obtaining a Food Vendor Permit (Mobile Units) Fort Bend County Application for a Mobile Vendor Permit	

FBISD SCHOOLS IN THE CITY OF SUGAR LAND	APPROVED FOOD TRUCKS <i>They hold a current permanent/annual permit through City of Sugar Land</i>
Austin Parkway Elementary Barrington Place Elementary Clements High School Colony Bend Elementary Colony Meadows Elementary Commonwealth Elementary Cornerstone Elementary Dulles Elementary Dulles High School Dulles Middle School	First Colony Middle School Ft. Settlement Middle School Highlands Elementary Kempner High School Lakeview Elementary M.R. Wood Alternative Mercer & Wheeler Settlers Way Elementary Sugar Land Middle School Sugar Mill Elementary
<i>Click on the link for more info about food truck</i> Lopez Mexican Restaurant	
For more info about permits for the City of Sugar Land: City of Sugar Land Temporary Food Permit Application Information Sheet City of Sugar Land Food Truck Applications City of Sugar Land Food Truck Temporary Permit Application Event Coordinator (Producer) / (FBISD Event Coordinator USE THIS FORM)	



FBISD SCHOOLS IN THE CITY OF MISSOURI CITY

APPROVED FOOD TRUCKS

They hold a current permanent/annual permit through City of Mo. City

Armstrong Elementary	Lake Olympia Middle School
Baines Middle School	Lantern Lane Elementary
E.A. Jones Elementary	Lexington Creek Elementary
Elkins High School	Marshall High School
Glover Elementary	Missouri City Middle School
Hall Stadium	Palmer Elementary
Hightower High School	Progressive High School
Hunters Glen Elementary	Quail Valley Elementary
	Quail Valley Middle School

*Please note FBISD Event Coordinator
At this time none of our Food Truck Vendors have a permanent permit from the City of Missouri City.*

You can still select from the approved vendors listed in the other FBISD school areas listed in this document, however you must ensure whichever food truck you select, it has the proper food truck permits to operate at your school. Links have been provided below for information and applications on obtaining permits for the City of Missouri City that you can share with your preferred approved vendor.

For more info about permits for City of Missouri City:

[City of Missouri City - Health Permit Application / Requirements](#)
[City of Missouri City - Temporary Food Service Permit Application](#)

FBISD SCHOOLS IN THE CITY OF HOUSTON

APPROVED FOOD TRUCKS

They hold a current permanent/annual permit through City of Houston

Blue Ridge Elementary	Mission Bend Elementary
Flemming Elementary	Mission Glen Elementary
Hodges Bend Middle School	Mission West Elementary
Holley Elementary	Ridgemont Elementary
McAuliffe Middle School	Willowridge High School

Click on the link for more info about food truck

Anna's Gourmet Greek, Inc
El Guajillo
SweetRide!
Tacos Ole
Tu –Go Kitchen
Uncle Louie G's Italian Ice

For more info about permits for City of Houston:

[City of Houston - Mobil Food Units Information](#)

FBISD SCHOOLS IN THE CITY OF MEADOWS PLACE

APPROVED FOOD TRUCKS

They hold a current permanent/annual permit through City of Meadows Place

Meadows Elementary

*Please note FBISD Event Coordinator
At this time none of our Food Truck Vendors have a permanent permit from the City of Meadows Place*

You can still select from the approved vendors listed in the other FBISD school areas listed in this document, however you must ensure whichever food truck you select, it has the proper food truck permits to operate at your school. Links have been provided below for information and applications on obtaining permits for the City of Meadows Place that you can share with your preferred approved vendor

For more info about permits for City of Meadows Place:

One Troyan Drive, Meadows Place, Texas 77477
Permit Department Office Hours: Monday – Friday 9 a.m. to 4 p.m.
Office Number and Inspection Request: 281-983-2932

Contact us if you are interested in using these food trucks below at

FoodTrucks@fortbendisd.com

Churrasco Food Truck
Cupcake and a Smile, LLC
Iced Cupcakery
Mad Iz Brad, LLC – Cousins Maine Lobster
MAS Kona Ice LLC
She Cupcakes Bake Shoppe

Smashed Potato with a Twist
The Foreign Policy Food Truck
The SauerKraut Food Truck
Truck on the Bayou, LLC
We are the Cool Bus Ice Shavings

FBISD Food Truck Vendor Registration

Available On-line

A screenshot of the 'FBISD FOOD TRUCK VENDOR APPLICATION' form. The form is titled 'FBISD INSPIRE • EQUIP • IMAGINE BUSINESS & FINANCE FOOD TRUCK VENDORS'. It includes a note: 'The following information must be provided for an application to be reviewed by the Fort Bend ISD Enterprise Funds Department. The vendor will be notified of approval status via email.' The form fields include: 'Registered Company Name', 'Company Classification', 'In which cities / counties do you possess a Food Permit license(s)', 'Company Website', 'Company Phone #', 'Company Address', 'Company Representative/Contact Name', 'Company Representative/Contact Email', and 'Company Representative/Contact Cell #'. There are also dropdown menus for 'Please Select' and 'State'.

- All food truck vendors wanting to provide their services to the District can **now register and submit payment on-line.**
- All food truck vendors must be registered and approved by Enterprise Funds department before participating in any campus or District event.
- The registration link is found via the following path:
 - [District Website/Departments and Services/Enterprise Funds/Food Trucks](#)

FBISD Food Truck Vendor Registration

How to Use a Food Truck at an Event



Fundraisers

Step 1

- Check the District list of approved vendors to identify trucks you'd like to utilize.
- If a vendor is not listed that you'd like to use – send them [this link](#) to register.

Step 2

- Complete the fundraiser authorization process
- Submit the facility use form to reserve space

Step 3

- Once approvals of the fundraiser and facility reservation have been obtained, coordinate your activity with your group
- Have fun!

Non-Fundraisers

Step 1

- Check the District list of approved vendors to identify trucks you'd like to utilize.
- If a vendor is not listed that you'd like to use – send them [this link](#) to register.

Step 2

- Submit the facility use form to reserve space
*this simply keeps us in the “know” so when phone calls come in about trucks, we can properly respond

Step 3

- Once approvals of the fundraiser and facility reservation have been obtained, coordinate your activity with your group
- Have fun!



ATHLETIC FIELD AND SCHOOL GROUNDS USE GUIDELINES

Non-School Use

All persons or groups using District facilities are expected to leave them in the same order and cleanliness as found. Rental fees must be paid in accordance to policy and procedure and will not be reimbursed unless the event was cancelled by the District.

Field Availability

District Administration has the authority to cancel a non-school use of its facilities if, but not limited to, an unexpected conflict arises with a District activity, there is a campus or District crisis, there is a maintenance failure that would render the facility unusable or if weather conditions prohibit the opening of the facility. District athletic fields and school grounds are not available for use if heavy rains have occurred within 48 hours prior to a scheduled event. Currently, the District only allows use of the Middle School and High School athletic fields.

All persons or groups that have had an event cancelled by the District that would like to reschedule must do so using the contract approval process. There are no “make-up” days.

Rental Contract Approval and Payment

All non-school use of facilities, including athletic fields and school grounds, must be obtained through the contract procedure. All accounts must be in good standing and all insurance requirements must be met prior to approval. Currently, payment for one-time use is due 10 (ten) days prior to the event. All multi-use contracts will be invoiced monthly. Payments are due as stipulated on your invoice - **not at the end of the season**. Use of facilities shall not be allowed by any group or individual indebted to the District, therefore any accounts in arrears are subject to contract cancellation for the remainder of the year.

Required Conduct

All persons or organizations using District facilities shall: [GKD]

1. Conduct their business in an orderly manner.
2. Abide by all laws and policies, federal, state and local, including but not limited to those that prohibit the use, sale, or possession of alcoholic beverages, illegal drugs, tobacco products, e-cigarettes and firearms on school property, and rules of local police and fire departments.

3. Make no alteration, temporary or permanent, to District property without prior written consent from the Superintendent. All decorations used within District facilities shall be subject to the approval of District officials. No open flame decorations or devices shall be permitted.

Turf Guidelines

Please contact the Facility Rental staff at **281-634-5568** if there are painting or mowing needs at the athletic field(s) being used for your event. Our department will coordinate such requests with the Maintenance department. The Maintenance department reserves the right to refuse any special requests of this nature. If requests are fulfilled, the Facility Rental department may assess any additional fees required for such. The District asks that all persons or groups refrain from inserting stakes greater than 12 inches in length or any other material into the fields or grounds. Damage caused by any infraction of this nature will be charged to the renting organization. Please do not park trailers or vehicles on the tracks, in-zones or sidelines. ALL vehicles shall be parked in appropriate parking spaces in the parking lots.

The District field mowing and field painting schedules can be found on the Facility Rental website.

Safety

Parking – Please help us keep our school and kids safe! Illegally parked vehicles may impede medical emergency access. Don't be responsible for any delays; it could be for your child or family member. Please do not park in fire lanes, by fire hydrants, in handicap spaces or in accessible routes, or block driveways. All groups using any Fort Bend ISD facilities or FBISD athletic fields or school grounds are responsible for keeping all emergency access clear at all times. **Fines for violations may be up to \$500. Towing may be up to \$150.**

Lightning Emergency Plan – All persons or organizations using Fort Bend ISD athletic fields or school grounds must adhere to the Fort Bend ISD Lightning Protocol. The Protocol can be located on the FBISD website at <http://www.fortbendisd.com/Page/769>, which includes vacating premises when the Telvent warning system is activated.

Heat – Please remind your participants to stay hydrated, take frequent breaks and seek medical attention if they experience symptoms of heat-related illness such as dizziness, weakness, headache, vomiting or muscle cramps.

Criminal Background Checks – Fort Bend ISD reserves the right to process individuals through the Raptor Visitor System and refuse any individual who is a registered sex offender to access our school facilities.

Inflatables, Amusement Rides or Tents – None are allowed on Fort Bend ISD property without prior approval from the Fort Bend ISD Assistant Director of Enterprise Funds.

Outdoor Water Play – Outdoor water play is not allowed on Fort Bend ISD property without prior approval from the Fort Bend ISD Director of Enterprise Funds.

Conflict – In the event that there should be any conflict among your organization and another or a community member as to who has rights to the field at a given period in time, please contact the FBISD Police Department for assistance.

Security – All persons or groups using Fort Bend ISD fields or grounds must comply with the security requirements of the contract. District police officers shall be hired to provide crowd control for recreational activities having more than 50 attendees, including spectators. You are responsible for monitoring attendance at your event and obtaining additional officers as needed.

Pest Management Plan

No other employee or other person or entity shall be permitted to apply a pesticide or herbicide (or any solvent paint or chemical) at a school facility without the prior approval of the Fort Bend ISD IPM coordinator nor may any application of such take place other than in the manner prescribed by law and the District’s integrated pest management program. **Violations may incur a fine up to \$5,000.**

Signage

No signage will be allowed to be put up inside or outside Fort Bend ISD facilities without prior authorization by the Assistant Director of Enterprise Funds.

Temporary Food Permit

Any serving of food at events must be in compliance with the City of Houston, City of Sugar Land or City of Missouri City ordinances. A temporary food permit may be required for your event. Please visit <http://www.sugarlandtx.gov/index.aspx?NID=452> for guidelines and the permit application for locations within the Sugar Land city limits OR <http://www.missouricitytx.gov/index.aspx?NID=255> for guidelines and the permit application for locations within the Missouri City city limits OR http://www.houstontx.gov/health/Food/Temp_Permit_Package_06272011.pdf for locations within the Houston city limits. Our office is not responsible for coordinating your permitting with the City(s). Rental patrons are required to provide a copy of the permit to our office, however.

Responsibility for Damages

All groups and organizations reserving or renting District facilities, athletic fields or school grounds will be held responsible for any damages to District property during their use. The individual or group using the building or facility will be responsible for all costs associated -with restoring the facility to its original and equivalent condition. The Director of Facilities or the Assistant Director of Enterprise Funds has sole authority to make this determination. The Director of Facilities or Assistant Director of Enterprise Funds shall also have the authority to determine the amount and extent of damages to be assessed, if appropriate.

Termination of Contract(s)

Violation of any term of District policy or procedures regarding the use of facilities may result in immediate termination of your rental contract, without refund, for the remainder of the school year. [GKD]

Disclaimer

The District is not liable for any personal injury or damages to personal property related to non-school business use of its facilities, athletic fields and school grounds. Use of District buildings or equipment shall constitute acknowledgement that the person or organization shall be responsible to the District, its Board members, employees, or agents for all damages to the building or equipment and shall indemnify and hold harmless the District, its Board members, employees, or agents from any claim whatsoever resulting from or arising out of the use of the building or any part of it. [GKD]

Contact Info: Carmen Torres, Facilities Coordinator
281-634-5568
carmen.torres@fortbendisd.com

Genyne Vinson, Assistant Director of Enterprise Funds
281-634-3327
genyne.vinson@fortbendisd.com

After Hours: 281-896-1599
genyne.vinson@fortbendisd.com

Fort Bend ISD Police Department
281-634-5500



2018 GUIDELINES FOR FOOD TRUCKS AND TAILGATE EVENTS

The Enterprise Funds Department has developed this process to establish a list of food truck vendors that are permitted to occupy District property for certain events. This process will produce a list of pre-approved food truck vendors that FBISD staff, parent organizations and facility rental patrons can use at their events. The list of food truck vendors will replace the *individual facility rental requests* that were previously required for their presence on District property.

Food truck approval is required whether or not it is part of a fundraiser.

Application

Food truck vendors are required to complete an application to register with Fort Bend ISD. As part of the application process, the following information will be required and considered:

- Three (3) references
- Proof of food handler permits in appropriate counties/cities
- Proof of liability coverages (limits set by FBISD Risk Management)
- Criminal Background Certification
- Felony Conviction Notice
- W-9
- \$50 non-refundable application fee

The Application can be found on the [Fort Bend ISD website](http://www.fortbendisd.com) (if the link does not work for you, go to www.fortbendisd.com > Departments > Enterprise Funds > Food Trucks). Applicants should carefully complete the online application and email it to foodtrucks@fortbendisd.com. Registration fees are accepted online. Upon the completion of your online application, you will be redirected to the payment screen. We accept Discover, MasterCard or VISA (debit, credit or check card).

Applicants will be notified via email within a minimum of five business days of their approval status.

Approved vendors will receive an FBISD vehicle tag to place in their truck to display that they are an approved, registered food truck vendor permitted to be on FBISD property. If this tag is not visible or presented to any FBISD staff that requests to see it, the vendor must leave FBISD property immediately. Please do not lose your tag. Food truck(s) that are involved in District activities may not park across the street / off District property to avoid the process and approval requirements – this is grounds for removal from the approved list.

Food Truck Vendors / Non-district Use

Vendors wishing to park on District property to operate their truck may do so without direct affiliation to a District activity by submitting a Facility Use Contract. If the request is approved, all facility rental fees will be applied for the dates/hours authorized and must be paid in full ten days in advance of their use. All food trucks must be registered and listed as an approved vendor before the Enterprise Funds Department will consider any facility use requests.

Parent Organizations / Fundraisers

It is important to note that this list does **not** supersede the fundraiser request process. Campuses and parent organizations will still be required to obtain fundraising authorization through the established District procedure, but must utilize a truck from the pre-approved list for their activity.

If proper approval is granted through the District fundraising request process for food truck sales on District property, please note that the following apply:

- Food truck fundraiser activities are not permitted under any circumstance during school hours (Board Policy FFA).
- Fundraising organizations must request corresponding facility use approval and should note that food trucks will be present;
- If the food truck event begins prior to the thirty (30) minute regulated 'end-of-day' period, and is approved, then Smart Snack Regulations apply (Board Policy FFA).
- The food truck(s) may not park across the street / off District property to avoid the process and approval requirements. Any fundraising organization found doing this will be called to meet with Administration to discuss future fundraising opportunities.

If proper approval is granted through the District Administrator for a tailgate event or staff event on District property, please note that the following apply:

- The fundraising organization will be held responsible for ensuring that the Facility Use form is completed and approved in order to reserve the space for the activity – noting that food trucks will be present (we need to include the space needed for them in the reservation).
- If the food is free to parents / students, then the fundraising process for approval is not required, but a facility use form is. If a fee will be assessed to participate, then all fundraising and facility use processes and requirements apply.
- The Campus Administrator or Department Administrator responsible for a staff event must notify the Enterprise Funds Department by way of the facility use form that they have requested food trucks to park on site for an event.

Please keep in mind that the District has a fabulous catering department that can provide services, too.

Use of inflatables, amusement rides, tents or outdoor water play at these events must be authorized in advance by the Campus Administrator and Assistant Director of Risk Management.

The District appreciates all that the parent and booster organizations do for our students. Please keep us informed through the established processes so we can work with you to foster great fundraising opportunities, ensuring the safety of our students and staff.

For more information about the fundraising process, facility rental process or catering opportunities, please visit our website at www.fortbendisd.com.

Contacts:	Fundraising Process	Ron Vlaskamp	(281) 634-1165
	Child Nutrition	Elizabeth (Anne) Strodtbeck	(281) 634-1189
	Facility Rental	Carmen Torres	(281) 634-5568
	Risk Management	Bridget Chustz-Morrison	(281) 634-1721
	Catering	Shelita Jones	(281) 634-3610

FORT BEND INDEPENDENT SCHOOL DISTRICT CONTRACT FOR USE OF SCHOOL FACILITIES

It is understood and agreed that this Contract becomes valid only after it is signed by the Applicant, hereinafter called the Maker of the Contract, the Building Principal, or designated representative; and approved by the Director of Enterprise Funds, or designated representative. All terms and conditions set forth on the reverse side of this contract are applicable. If any of the terms and conditions of this Contract are not adhered to explicitly, the Contract may be revoked by the District without recourse. Any exception to the terms and conditions must be approved by the Superintendent. **Please email completed form to Carmen.torres@fortbendisd.com OR fax to (281) 327-5568.**

Name of Organization Represented by Maker: _____

Name of School to Be Used: _____

Date(s) of Intended Use: _____

Area(s) Requested: _____

Time Requested: From _____ To _____

Type of Contract (Check One): Single Use _____ Multiuse _____

Note: For Multiuse, monthly payment due within 10 days of invoice.

Purpose for Which the Premises will be Used: _____

Will Admission Fees be Charged (Check One): Yes _____ No _____

If Yes Disposition of Proceeds: _____

Name of Maker: _____ Work Phone: _____ Home Phone: _____

Signature of Maker: _____ Date: _____

Address/City/State/Zip: _____

Send Invoice To (If Different Than Above): Name: _____

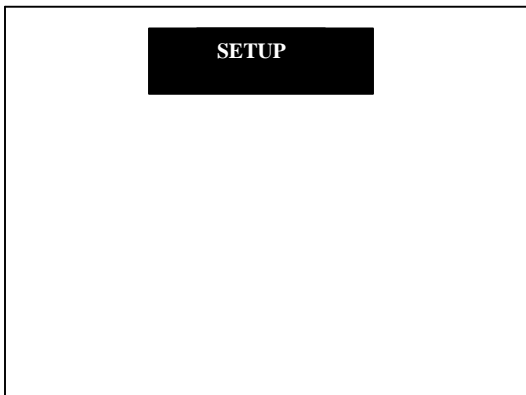
Address/City/State/Zip: _____

Denied Approved (Circle One) Principal Signature & Date _____

Denied Approved Dir. Enterprise Funds Signature & Date _____

Reason for Denial or Other Comments: _____

ASSESSED FEES	
A. Week day hours _____ x \$ _____	_____
B. Weekend hours _____ x \$ _____	_____
C. Set-up fee	_____
D. Subtotal (A+B+C)	_____
E. Add-on date(s) D x _____ days	_____
F. Subcharge \$50.00 x _____ days	_____
Extra Fees(s) Utilities/ Lighting Technicians	_____
TOTAL (Submit with application. Multiuse one month only)	_____



FORT BEND INDEPENDENT SCHOOL DISTRICT CONTRACT FOR USE OF SCHOOL FACILITIES GENERAL TERMS AND CONDITIONS

1. All terms and conditions are governed by Board policies GKD (Legal) and GKD (Local) as they now exist or may hereafter be amended. In the event of any conflict between the terms and conditions of this contract and Board policy, Board policy will control.
2. Any changes to the Contract must be agreed to in writing by the Maker and by the Associate Superintendent of Facilities. Merely informing the Caretaker or Principal of the facility of a time variance or other change does not satisfy this requirement.
3. Fees for use will be based on the Board adopted rental fee schedule for facilities. Only areas of the building approved by this schedule are available for renting. Hallways, corridors, classrooms, libraries, and other educational spaces are not available for rent.
4. The contracting organization will provide a certificate of insurance in the amount of not less than \$100,000/300,000 issued to the District prior to the use of a facility by an outside organization. The District shall be the co-insured party in such contract. Access to the facility shall not be permitted until the application and insurance has been screened and approved.
5. All District and School activities have priority for building use.
6. No activity shall be scheduled in a school building or on school grounds that interferes with individual school operations or is injurious to school property, a nuisance to residents living nearby, conflicts with scheduled District maintenance activities, or is of a commercial nature for profit.
7. Should the District or school find it necessary to cancel the contract, parties shall be given sufficient notice, 48 hours except in case of emergencies. This is applicable also to changes in UIL schedule that creates conflict with rental contract.
8. The Maker shall be held liable with any contracting organization that might be represented by the Maker for payment to Fort Bend Independent School District of the fees for use of school facilities as well as fees for setup or rearrangement of furniture and equipment by District personnel.
9. Any person or organization contracting for the use of school facilities will be charged a minimum of a two hour fee plus any expenses incurred by the District arranging for the use of the facility in the event of a no-show.
10. The contracting organization shall be responsible to the Board for all damages to the building or equipment, and shall indemnify and save harmless the Board or its agents from any claim whatsoever resulting from or arising out of the use of the building or any party of it.
11. The school shall provide caretaker service and the building and/or equipment shall be under the supervision of the caretaker.
12. All contracting organizations will give the Caretaker the name of the person in charge of the group and that person will complete the Fort Bend I.S.D. Building Use Questionnaire when vacating the premises.
13. School property shall not be used for the teaching, promoting, disseminating or furtherance of any theory or doctrine of a subversive nature, intended or threatening to undermine or overthrow the constituted form of government of the United States or of the State of Texas.
14. All national, state and local laws and rules of police and fire departments must be complied with by the persons or organizations using the buildings.
15. All decorations used within the buildings must be fireproof, in accordance with the National Fire Prevention Associations guidelines, and are subject to the approval of the Caretaker. No open flame decorations shall be permitted, and no decorations shall be fastened to the floor, walls or ceiling with nails, screws, scotch tape, wax, or other fasteners that will damage the finish of the building surface.
16. Use of tobacco on school property is prohibited. Possession of alcohol or firearms is prohibited,
17. Food or drinks will be confined to the foyer of District Auditoriums and/or Food Courts. The contracting organization and Maker leasing the facility will be responsible for enforcing this regulation.
18. The contracting organization and Maker renting the facility will be responsible for furnishing ushers, ticket takers, parking attendants or law enforcement officers. Recreational activities having 50 or more personnel in attendance will employ Fort Bend I.S.D. officers for crowd control.
19. The Fort Bend Independent School District reserves the right to require any additional personnel deemed necessary for the safe and proper use of facilities.
20. It is understood that the estimated cost incurred under this contract will be prepaid by the maker upon execution of said contract. Should the facility be used for time or manner exceeding that specified in the contract, an extra fee for the actual cost of additional use will be assessed and billed to the maker. Such additional fees incurred by this agreement shall be paid to Fort Bend I.S.D. within (10) days after receipt of invoice.
21. Failure to pay bill within (30) days after receipt of second invoice, procure and maintain insurance will terminate contract. Date of invoice is based on date mailed by the District.