



Summit Fire Authority

High Country Training Center

0225 County Road 1003 * Post Office Box 1132
Frisco, CO 80443
970.668.4330

EFFECTIVE DATE: February 1, 2017

POLICY TITLE: Facility Use Agreement

The Summit Fire Authority / High Country Training Center located at 0225 County Road 1003 Frisco, CO 80443 can be made available for public use when the date requested does not conflict with any Summit County Fire Department activities or operations.

All scheduling for the High Country Training Center is to be done by contacting the SFA office at 970-668-4330 or lwagner@rwbfire.org. A *Facility Use Agreement* must be completed by the requesting User prior to usage. Approval will be made on a case by case basis. Scheduling for regular, recurring monthly meetings are limited to no more than six months at a time. Regular, recurring weekly meetings will be reviewed and approved on a case by case basis.

The High Country Training Center may be used for open public meetings, civic group meetings and functions, classes, presentations and workshops. High Country Training Center reserves the right to deny any and all requests for training facility use.

The High Country Training Center reserves the right to cancel a reservation if the room is needed for fire department use. However, every effort will be made to give adequate, advanced notice. Emergency operations take precedence over any scheduled event.

The High Country Training Center reserves the right to make final determination of the "appropriate use" concept.

Please initial each condition listed below in recognition of the facility agreement for the High Country Training Center

_____ The intended use of the facility must be clearly stated on the *Facility Use Agreement*.

_____ The User signing the *Facility Use Agreement* shall assume responsibility for any and all damage of the facilities, grounds, equipment and all classroom equipment such as audio visual, computers, microphones, cameras, etc, as a result of the use of the facility. Any furnishings moved or rearranged during the use of the facility shall be replaced and all trash removed prior to vacating the building. Cleaning fees may be assessed.

_____ Hours of operation of the High Country Training Center are 7 am to 10 pm.

_____ Use of the High Country Training Center is restricted to the classroom, indoor restrooms, and outside training grounds. Entry into the offices is prohibited; and children shall not be permitted inside or outside of the building without adult supervision.

_____ The appropriate notations must be made on the *Facility Use Agreement* if food is to be served, cooked or brought into the facility. Normal coffee and snack service is acceptable. The High Country Training Center does not provide any supplies associated with refreshments or food.

_____ It is the responsibility of the User to come fully prepared for their event; the High Country Training Center does **NOT** offer photocopy, facsimile or other office function services.

_____ The use of tobacco products in /on the High Country Training Center grounds is prohibited.

_____ The use of alcoholic beverages in /on the High Country Training Center grounds is prohibited.

_____ No pets or service dogs, except when medically necessary i.e. seeing eye dogs, will be allowed in the classroom and office facility; however, pets will be permissible on the training center grounds. It is the responsibility of the User to care for and clean up after the pet(s). The High Country Training Center holds no liability to injury of the pet(s). In the event of any damage to the facility caused by the pet(s), the User will be held liable and responsible.

_____ Internet usage is available upon request and is limited to professional business and conduct. All internet traffic is monitored and recorded. Misuse will result in cancellation of a group's privileges for future facility use.

_____ If the User plans on using any of the outdoor features of the High Country Training Center, a release and indemnity agreement must be signed and returned prior to use of the facility. The Release & Indemnity Agreement is attached to this document.

_____ Classroom capacity at High Country Training Center for public use is forty (40) people.

_____ The High Country Training Center holds no liability for User's property damage. The User waives any and all claims, suits and causes of action against the High Country Training Center (including all staff and fire districts) for any property loss or damage done to the User's property, whether real, personal or mixed, occasioned by the User's activities at the Facility. It shall be the User's responsibility to provide its own protection against casualty losses of any kind or nature, regardless of whether or not such loss is occasioned by the acts or omissions of the High Country Training Center, the User, third party, or act of nature.

_____ Any violation of these policies may cause termination of a group's privileges for future facility use.

FEE SCHEDULE

Summit County Public Service Agencies: Fire, Law, EMS, SCAS, SAR, and SC Dive Team = FREE

All other users:

- Classroom
 - \$80.00 / half day (4 hours)
 - \$120 / full day (8 hours)

- Building / Tower / Drill Ground
 - \$100 half day (4 hours)
 - \$200 full day (8 hours)

- Building & 1 Burn Room
 - \$250 half day (4 hours)
 - \$500 full day (8 hours)

- Building & 2 Burn Rooms (Simultaneous)
 - \$350 half day (4 hours)
 - 700 full day (8 hours)

- Drafting Pit - \$35 per hour

- Ventilation Prop – Cost may vary depending on fair market value

- Confined Space Vault / Trench Rescue Prop
 - \$100 half day (4 hours)
 - \$200 full day (8 hours)

- Instructor Cost
 - Lead instructor / Proctor- \$35 hour
 - Assistant instructor / Proctor - \$30 hour

SETUP AND CLEANING FEE

A \$25 per hour setup and cleaning fee may be assessed for any additional time needed for cleaning or resetting of the classroom.

Group Organization:

Number of Attendees:

Dates/Times Requested:

Contact Person:

Phone Number:

Email Address:

Billing Address:

Notes:

The Facility Use Agreement is entered into this ____ day of _____, 20____. An agreement between the High Country Training Center and

_____.

This agreement expires on _____ day of _____, 20_____.

I have read the Facility Usage Agreement and hereby agree to abide by the terms and conditions as outlined.

High Country Training Center

User

Name

Name

Title

Title

Date

Date