



### Registered Community Group Status Application

Obtaining status as a Registered Community Group under any Reciprocal Use of Facilities Agreement will give the Registered Community Group preferred treatment under the RVS policy governing use of school facilities (Policy JG) which provides, amongst other things, that some fees that might otherwise be payable by groups using school facilities will be reduced. The determination of whether Registered Community Group status will be granted will be made by a committee composed of a representative of RVS and a representative of the applicable municipal authority.

Groups applying for Registered Community Group status should familiarize themselves with the terms of the Reciprocal Use of Facilities Agreement and RVS Policy JG. The Agreement and the RVS policy describe important requirements regarding use of RVS facilities, including fees that Registered Community Groups are required to pay.

**Note: If the applicant is granted status as a registered community group, it is not a guarantee that space will be available.**

*Please complete all sections of the application fully, accurately, and legibly.*

1. Full legal name of organization:		
2. Operating name (if different):		
3. Is the organization registered with Alberta corporate registry? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>If yes, attach a copy of the registration/ incorporation document(s) confirming the status of the organization.</i>		
4. Information on current executive members and contact person:		
President:	Ph:	Fax:
Treasurer:	Ph:	Fax:
Secretary:	Ph:	Fax:
Contact:	Ph:	Fax:
Address of contact person:		Postal Code:
5. School/facility requested: _____		
Type of room requested: _____		
6. From the attached pg. 3 of RVS Policy JG priorities, choose a code that best describes the organization. Code: _____ e.g., <i>Not for profit - leisure/recreation youth groups, code A4 (a)</i>		
7. Are there any restrictions on who can participate in the program/activity to be offered? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>If yes, explain the restrictions:</i>		
_____		
_____		



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To be successful in obtaining Registered Community Group status Community groups applying for use of Rocky View Schools' facilities may be required (depending on the activity) to be covered under their Organizations Liability Insurance Policy (\$2,000,000.00 per occurrence) or request to be covered under Rocky View Schools Master Facility User Group Policy. \* A deductible of \$500.00 applies to bodily injury, property damage and legal expenses for each claim.

Groups covered under their own Organization's Liability Insurance Policy must confirm that RVS will be shown on the policy of insurance as a named insured, obtain and attach a written confirmation from your insurance agent confirming the policy number, name of insurer, amount of coverage, date of expiration of the coverage and confirmation that RVS will be named on the policy as an additional insured if registered community group status is given to the organization.

I, the undersigned, agree that my signature binds the organization on whose behalf this application is made, to the payment of all school facility user fees charged, and that in default of payment of the said fees by the organization, I will be personally responsible for payment of same. Further, I warrant, on behalf of the organization and myself, that the information set out herein is complete and accurate.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Alberta

_____	_____
Signature of Authorized Representative	Print Name
E-mail address: _____	
Ph: _____	Fax: _____