



## PAJARO VALLEY UNIFIED SCHOOL DISTRICT

### Facility Planning & Construction Office

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### Welcome to the Facilities Booking Information Page

- Due to the increasing demand for Facilities within P.V.U.S.D, it has been established that facility requests can only be submitted six (6) months before the date requested.
- Applications must be submitted to the Facility Planning & Construction Department (District Office) at least ten (10) working days preceding the date(s) of use.
- A Certificate of Liability Insurance MUST be submitted to the Facility Planning & Construction Department and P.V.U.S.D must be listed as additionally insured on the policy before any type of process can commence.
- A new Facility Use Application was adopted by the School Board on April 22, 2009. All facility requests must be submitted on this form. The new application with the "Regulations for use of District Facilities" is on this P.V.U.S.D web page which may be copied or downloaded. It is also available in the Facility Planning & Construction Department at the District Office.
- Along with the new application adopted by the School Board, new Facility Assignments and Fee schedules were also adopted. Please note the changes on the [Facility Assignments / Fees, Rules/Regulations and Insurance Requirement](#) link.
- The Facility Planning & Construction Department will soon be offering an online Facility Booking Program (Net Simplicity)

which will allow a requesting group/organization or individual to request a facility as well as check availability at all of our schools and locations.

For additional information concerning the use of P.V.U.S.D facilities please click on the links provided in the Facilities Planning & Construction home page in the Facilities section.