



Idaho Peace Officer Standards and Training Physical Training Area User Agreement

Organization Name:		Organizer Name (person requesting reservation):	
Address:		Organizer Phone Number:	
City, State, Zip:		Organizer E-mail:	
Event:		Facilitator Name (responsible person on-site during event):	
Days of Use:		Facilitator E-Mail:	
Hours of Use:		Facilitator Phone Number:	
Facility (or Facilities) Requested:	<input type="checkbox"/> Multipurpose Room (Gym) <input type="checkbox"/> Training Tank	<input type="checkbox"/> Weight Room <input type="checkbox"/> Cardio Room	

By affixing their signatures below, the requesting organization and Idaho Peace Officer Standards and Training (POST) agree to the following terms and conditions for use of the requested classroom(s):

1. The person identified above as "Facilitator" will be on site during the scheduled event and will assume responsibility for ensuring POST facility rules of use are followed and serve as point of contact for the duration of the event.
2. This form must be returned within 5 business days of receipt. Facility reservations will be finalized after POST receives this form with required signatures affixed. Your reservation is not confirmed until you receive written notice of confirmation from the POST Facilities Coordinator.
3. If fees for this reservation are applicable an invoice will be sent to the organizer and must be paid in full within 30 days after conclusion of the event.
4. If keys are provided, they must be returned to POST staff prior to the close of business on the final day of the event. Failure to return keys will result in additional fees of \$150.00 for each key.
5. The organizer and facilitator have both read and understand POST facility use rules as set forth in POST Policy 12.30, sections F and J, attached.
6. Users of POST equipment and facilities understand that they do so at their own risk and that any damage or injury is the sole liability of the user. Users will hold harmless the State of Idaho, its agents or employees, jointly or severally, from any and all civil or criminal claims which might arise from the use of said equipment.
7. I am authorized to sign this agreement and accept terms of this agreement on behalf of the agency listed above.

Organizer Signature	Date	POST Representative Signature	Date
Facilitator Signature	Date		



Idaho Peace Officer Standards and Training

Physical Training Area User Agreement

General rules and physical training area rules of use from POST Policy 12.30, Facilities and Equipment:

Physical Training Areas

1. POST physical training areas include a weight room, cardio room, multipurpose room (gymnasium), training tank (pool), and men's and women's locker rooms.
2. It is the responsibility of the facilitator to ensure that proper safety procedures are followed in physical training areas.
3. Participants and students use all physical training areas at their own risk. POST, ISP, and the State of Idaho assume no responsibility or liability for personal injury or damage to personal property.
4. Participants displaying unsafe or unacceptable behavior may be asked to leave the premises without refund of fees.
5. POST equipment, such as tables, folding chairs, or stage must be approved prior to use in the multipurpose room. If such equipment is used, it is the responsibility of the organizer to arrange the setup of equipment prior to the event and also to have equipment returned to designated storage areas upon conclusion of the event. Failure to do so will result in additional fees.
6. Food is not allowed inside the training tank, weight room, or cardio room at any time. Prior approval is required for food in the multipurpose room. Drinks in all physical training areas must be in a container with a secure lid.
7. Physical training equipment must be disinfected after use.
8. Athletic shoes must be worn in the multipurpose room. Street shoes are not allowed.
9. The training tank does not have a lifeguard on duty at any time. Users swim at their own risk.
10. All users of the training tank must shower prior to entry.
11. Users are not allowed to introduce chemicals, foreign substances, or any equipment into the training tank, other than equipment provided and maintained by POST.
12. Appropriate swimwear must be worn in the training tank. No street clothes or shoes are permitted in the training tank.
13. Additional fees may be assessed for extra cleaning or chemical treatments required to return the pool to its standard condition after use.

General Rules

1. POST reserves the right to cancel or amend any reservation at any time should special circumstances arise.
2. Use of POST facilities by external entities is limited to law enforcement agencies or POST approved college programs. This rule may be waived for specific events by the POST Deputy Division Administrator.
3. Smoking and tobacco use are strictly prohibited on campus, including outdoor spaces and all POST facilities, except in the specifically designated smoking areas. This includes chewing tobacco, electronic or vapor cigarettes, etc., even if containing no tobacco.
4. Alcoholic beverages may not be consumed or possessed on campus. This rule is waived for DUI training labs, or other training events as approved by the POST Deputy Division Administrator.
5. Users must not engage in any behavior that results in a disruption of the learning or training environment.
6. The State of Idaho, Idaho State Police and Idaho POST cannot be held liable for any loss of or damage to personal property as a result of fire, theft, loss, or other causes.
7. Firearms
 - a. Firearms may be carried in a lawful manner on campus by certified law enforcement professionals. Firearms must not be left unattended at any time, including in the dormitory.
 - b. Duty weapons outfitted with appropriate barrel plugs may be carried on campus by students. Carrying ammunition is prohibited. Ammunition must be stored in a secure manner in the student's vehicle while on campus.
 - c. Students are allowed to store non-duty weapons in a secure manner in their vehicles while at POST. Students are prohibited from carrying any weapons other than their agency approved duty weapon while on campus.
8. Animals are not allowed in POST facilities without prior approval from the POST Deputy Division Administrator. This rule is waived for law enforcement K-9s.
9. Any extra cleaning required beyond what is normally expected after an event may be charged to the organizer. Any damage to POST or ISP facilities or equipment caused by misuse may be charged to the person(s) responsible or their agency. Users must report any damages to POST personnel immediately.
10. No user may allow unauthorized persons access to the campus.
11. POST facilities and staff are available during normal business hours, Monday through Friday, from 8:00 a.m. to 5:00 p.m., excluding observed holidays. Any facility use (other than dormitory rooms or the driving track) outside of these hours requires approval from the POST Deputy Division Administrator and may be subject to additional user fees.
12. Users may not state or imply POST's endorsement or sponsorship of their activities without POST's consent.
13. Filming or photography of activities or facilities on campus for external use purposes requires prior approval from the POST Administrator or his designee. This does not apply to POST staff.
14. Open flames or other fire hazards, including non-approved electrical items are not allowed in facilities or the dormitory.
15. Event facilitators are responsible for ensuring participants are familiar with posted fire evacuation plans.
16. Acquisition, configuration, and use of audiovisual equipment other than what is permanently installed in any POST facility will be the responsibility of the organizer. Users may not alter, reconfigure, or in any way make permanent changes to audio visual equipment provided by POST.
17. Any single event that will bring more than 50 participants to campus must be approved in advance by the POST Deputy Division Administrator.
18. POST may impose additional or special restrictions on facility/equipment use as needed.