

## NEW CARD APPLICATION

### *Ingersoll Track and Swarthout Track Key Card Request*

**Olympia School District No. 111**  
**1914 Wilson Street SE, Olympia, Washington 98501**  
**Email completed form to: [keycardrequest@osd.wednet.edu](mailto:keycardrequest@osd.wednet.edu)**  
**Phone: (360) 596-8562 ~ Fax: (360) 596-8561**

<b>Name (print):</b> _____	<b>Date:</b> _____
<b>Address of Applicant:</b>	Email: _____
Street: _____	Day Phone: _____
City: _____ State: _____ ZIP: _____	Evening Phone: _____
School (if OSD Student): _____	Cell Phone: _____
<b><i>District Will Insert:</i></b> <b>Student Number:</b> _____	

**Cost of Card: \$10.00 (Free for Students) Replacement  
of Lost Card: \$10.00**

It is agreed that this application is made subject to District Policy 4260 and Procedure 4260P(D) for the use of school facilities. The undersigned agrees to abide by the rules and regulations of the OSD for individual community use of Ingersoll Stadium as posted and printed on the reverse side of this request. I hereby certify that I shall be personally and severally responsible for any damage or unnecessary abuse of school buildings, grounds, or equipment growing out of occupancy of said premises. I further understand and agree that in making use of this facility for my personal exercise, I am doing so at my own risk. I hereby agree to hold Olympia School District harmless for any claims arising on the premises at the time of our occupancy of same or arising out of the event held by us. We further agree that the district will not discriminate against any person on the basis of sex in the operation, conduct or administration of athletic programs for youth or adults.

Signature of Applicant:	Date:
Signature of Parent or Guardian (if applicant is under 18):	Date:
Signature of OSD designee:	Date:

***Card will be mailed to above listed address (if applicable)***

## Welcome to Ingersoll Stadium

*Please Follow These Rules of Use When Using the Facility*

### Agreement.

1. Individual community members with a key card may access the facility between 5 a.m. and 10 p.m. for the purpose of personal exercise with the exceptions noted below.
  - For the safety of students, the facility is closed to public access, even with a key card, when an Olympia School District (OSD) school is conducting classes, activities, or athletic practices and games.
  - In order to preserve the turf field, key card holders' use is limited to lanes 7 and 8 of the track. Use of the turf field is limited to scheduled and approved community user groups\*, supervised school classes/activities, and supervised school/district athletic practices/games and is **not** available for other community use or personal exercise.
  - Community members are welcome to watch the practices and games of approved community groups. If using the track during these activities please do so in a manner not distracting to the user group and spectators.
  - Unauthorized users of this facility will be prosecuted under the full extent of the Olympia Municipal Code Section 9.40.080 – Criminal Trespass
2. Commercial use of the facility is prohibited. As a result, use of the facility by personal trainers or others conducting these activities is prohibited.
3. No food, gum, seeds, shells, sports drinks or glass containers are allowed on the track or field surfaces – a \$200 cleaning fee will be charged for violations.
4. Parking or any use of a vehicle (including bicycles, skateboards, scooters, skates, etc.) is prohibited inside the fenced area.
5. Use of the grandstand area and/or steps for personal exercise is limited to walking stairs and is done at the individuals' own risk since stairs can be slippery and uneven. **The seats may not be used for any form of exercise.**
6. Approved service animals are the only animals allowed inside the fenced area.
7. The District has installed security cameras at access gates and in locations to view the field and track. Video will be reviewed as necessary if there is facility misuse or damage.
8. Misconduct, misuse, possession or use of intoxicating beverages and/or controlled substances, the carrying of weapons or other violations of established regulations, noted in OSD Procedures 4260-C or D and/or the community access agreement will be sufficient cause for denial and/or termination of access.

**\* Approved community user groups are: 1) Thurston County Youth Football, 2) Youth Soccer (Black Hills FC), 3) City of Olympia Track Meets (Hershey Meet)**

**The district maintains an Ingersoll use schedule accessed at:**

[https://osd.wednet.edu/departments/athletics/ingersoll\\_stadium\\_schedules\\_information](https://osd.wednet.edu/departments/athletics/ingersoll_stadium_schedules_information)

## **Welcome to Capital High School Swarthout Turf Field and Track**

*Please Follow These Rules of Use When Using the Facility.*

9. Individual community members with a key card may access the facility between 5 a.m. and 10 p.m. for the purpose of personal exercise with the exceptions noted below.
  - For the safety of students, the facility is closed to public access, even with a key card, when an Olympia School District (OSD) school is conducting classes, activities, or athletic practices and games.
  - In order to preserve the turf field, key card holders' use is limited to lanes 7 and 8 of the track. Use of the turf field is limited to scheduled and approved community user groups, supervised school classes/activities, and supervised school/district athletic practices/games and is **not** available for other community use or personal exercise.
  - Community members are welcome to watch the practices and games of approved community groups. If using the track during these activities please do so in a manner not distracting to the user group and spectators.
  - Unauthorized users of this facility will be prosecuted under the full extent of the Olympia Municipal Code Section 9.40.080 – Criminal Trespass
10. Commercial use of the facility is prohibited. As a result, use of the facility by personal trainers or others conducting these activities is prohibited.
11. No food, gum, seeds, shells, sports drinks or glass containers are allowed on the track or field surfaces – a \$200 cleaning fee will be charged for violations.
12. Parking or any use of a vehicle (including bicycles, skateboards, scooters, skates, etc.) is prohibited inside the fenced area.
13. Approved service animals are the only animals allowed inside the fenced area.
14. The District has installed security cameras at access gates and in locations to view the field and track. Video will be reviewed as necessary if there is facility misuse or damage.
15. Misconduct, misuse, possession or use of intoxicating beverages and/or controlled substances, the carrying of weapons or other violations of established regulations, noted in OSD Procedures 4260-C or D and/or the community access agreement will be sufficient cause for denial and/or termination of access.

**The district maintains Capital HS Turf Field and Track use schedule accessed at:**  
[https://osd.wednet.edu/departments/athletics/capital\\_h\\_s\\_turf\\_\\_track\\_field\\_-\\_calendar](https://osd.wednet.edu/departments/athletics/capital_h_s_turf__track_field_-_calendar)