

PAYMENT MUST BE MADE AND CONTRACT MUST BE RETURNED AT LEAST 10 DAYS BEFORE USE OF THE BUILDING. Be prepared to leave the building at the end of your specified time.

Person making request _____ Organization _____
 Signature _____ Date to be used _____ Time _____
 Being used for _____

NO SMOKING IS ALLOWED ON SCHOOL PROPERTY, INSIDE OR OUTSIDE.

NO ALCOHOLIC LIQUORS OR BEVERAGES OR DRUGS MAY BE BROUGHT TO OR CONSUMED IN THE BUILDINGS OR ON THE GROUNDS AT ANY TIME.

Facilities Requested:

BUILDINGS:

<input type="checkbox"/>	Classroom	\$12.00 ea			
<input type="checkbox"/>	Elem Gym	\$12.00/hr	Bring your own basketballs/volleyballs.		
<input type="checkbox"/>	M.S. Gym	\$12.00/hr	Bring your own basketballs/volleyballs.		
<input type="checkbox"/>	H.S. Gym	\$12.00/hr	Bring your own basketballs/volleyballs.		
<input type="checkbox"/>	H.S. Cafeteria	\$25.00 (1-3 hrs)	\$50.00 (4-6 hrs)	\$75.00 (7-9 hrs)	\$25.00 ea for add'l 3 hr. increments
<input type="checkbox"/>	H.S. Kitchen	\$25.00	Plus cost of food service worker		
<input type="checkbox"/>	M.S. Cafeteria	\$25.00 (1-3 hrs)	\$50.00 (4-6 hrs)	\$75.00 (7-9 hrs)	\$25.00 ea for add'l 3 hr. increments
<input type="checkbox"/>	M.S. Kitchen	\$25.00	Plus cost of food service worker		
<input type="checkbox"/>	Elem Cafeteria	\$25.00 (1-3 hrs)	\$50.00 (4-6 hrs)	\$75.00 (7-9 hrs)	\$25.00 ea for add'l 3 hr. increments
<input type="checkbox"/>	Elem Kitchen	\$25.00	Plus cost of food service worker		
<input type="checkbox"/>	H.S. Auditorium	\$50.00			
<input type="checkbox"/>	Annex Bldg.	\$25.00 (1-3 hrs)	\$50.00 (4-6 hrs)	\$75.00 (7-9 hrs)	\$25.00 ea for add'l 3 hr. increments
<input type="checkbox"/>	Swimming Pool	\$40.00 (1-3 hrs)	\$80.00 (4-6 hrs)	\$10.00 per hour for each lifeguard	

BALLPARKS & OUTDOOR

FACILITIES

<input type="checkbox"/>	Without lights	\$10.00
<input type="checkbox"/>	With lights	\$15.00/hr.

Custodial Services, when required, will be charged at a rate of \$13.00 per hour.

Kitchens may not be used to prepare food without a food service employee on duty at the rate of \$12.00 per hour.

GARBAGE MUST BE CARRIED TO DUMPSTERS ON WEST SIDE OF BUILDING.

Refrigerators and freezers may not be used without prior approval and kitchen rental fee is paid

It is understood that the group using the building agrees to restore to original condition any unwarranted destruction of property and will furnish adequate supervision. Facilities must be cleaned to original condition or arrangements made with custodians to clean up at the expense of the organization/individual.

ACTION TAKEN

Rental Fee Paid _____
 No. of custodians _____ @ district cost per hour _____
 No. of cooks _____ @ district cost per hour _____
 Total Charge _____
 Organization Notified: _____

Adopted January 2013 Reviewed September 2025 Revised _____