

USE OF SCHOOL FACILITIES PERMIT

SUBMIT TO SCHOOL PERSONNEL

DATE OF APPLICATION

1. NAME OF ORGANIZATION _____
2. SCHOOL FACILITY OR AREA TO BE USED : ___ HS ___ MS ___ ES ___ Classroom ___ Gym
___ Cafeteria ___ Auditorium ___ Field *circle* BB SB FB ___ Other _____ *please explain*
3. SCHOOL EQUIPMENT NEEDED (check all that apply): ___ Bleachers ___ Scoreboard ___ Locker Rooms ___ Restrooms*
Other-Please List: _____
4. DATE(S) OF ACTIVITY _____
5. LENGTH OF TIME OF ACTIVITY: FROM _____ AM/PM TO _____ AM/PM
6. PURPOSE OR TYPE OF ACTIVITY _____
7. APPROXIMATE NUMBER OF PERSONS PARTICIPATING _____
NUMBER OF PERSONS NOT IN FREEDOM SCHOOL DISTRICT _____
8. PERSON(S) RESPONSIBLE FOR ACTIVITY - INCLUDE ADDRESS, PHONE NUMBER AND E-MAIL:

E-MAIL: _____ E-MAIL: _____
9. WILL ADMISSION BE CHARGED FOR THIS ACTIVITY? _____ IF SO, STATE AMOUNT _____
10. IF A CONTINUING SCHEDULE OF MEETINGS IS INVOLVED, INDICATE DATES:

11. I UNDERSTAND THAT OUR ORGANIZATION WILL BE RESPONSIBLE FOR LOSS OR DAMAGE TO THE PROPERTY DURING OUR USE. **(CERTIFICATES OF INSURANCE ARE REQUIRED FROM ALL OUTSIDE GROUPS/ ORGANIZATIONS USING DISTRICT FACILITIES, INCLUDING BUILDINGS AND GROUNDS)**
***I UNDERSTAND THAT USE OF RESTROOMS MAY REQUIRE ADDITIONAL CUSTODIAN COSTS.**

SIGNATURE OF RESPONSIBLE PERSON

TO BE COMPLETED BY THE SCHOOL DISTRICT:

1. **FEES:** (See Attached)
 1. OVERTIME – SUPPORT STAFF _____
 2. SECURITY _____
 3. BUILDING RENTAL (INCLUDES UTILITIES) _____
 4. 25% DEPOSIT (PRE-PAYMENT) _____
 5. OTHER _____
2. **SCHOOL FACILITY AND PERSONNEL ASSIGNMENT: (Initial Please)**

1. BUILDINGS & GROUNDS SUPERVISOR	4. ELEMENTARY SCHOOL PRINCIPAL
2. HIGH SCHOOL PRINCIPAL	5. FOOD SERVICE DIRECTOR
3. MIDDLE SCHOOL PRINCIPAL	6. DISTRICT ATHLETIC DIRECTOR
3. **PRIORITY ASSIGNMENT:**

1. SCHOOL ACTIVITIES	3. COMMUNITY & BUSINESS GROUPS
2. COMMUNITY ACTIVITIES FOR STUDENTS	4. OTHERS
4. **CLASSIFICATION:** A B C

BOARD APPROVAL DATE _____

FREEDOM AREA SCHOOL DISTRICT USE OF FACILITIES FEE SCHEDULE

Classification A

Facilities requested are being used by groups who intend to charge a fee/donation for profit/fundraising and are not associated with the school district or support of its programs.

- Football Stadium - \$100 per Hour without Lights (\$400 Cap per Day); \$150 per Hour with Lights (\$500 Cap per Day)
- Baseball/Softball/Practice Fields - \$25 per Hour (\$100 Cap per Day)
- Auditorium - \$100 per Hour (Performance) (\$400 Cap per Day); \$50 per Hour (Rehearsal) (\$200 Cap per Day)
- Gym - \$50 Per Hour (Game or Tournament) (\$250 Cap per Day); \$25 per Hour (Practice or Recreational Use) (\$125 Cap per Day)
- Classroom - \$20 Per Hour (\$100 Cap per Day)
- Cafeteria - \$50 Per Hour (\$250 Cap per Day)

In addition to the rental fees listed above, the following will also be charged:

- Support Staff (Custodial, Maintenance, Food Service, Site Manager, etc.) fees of \$60 per hour, per person, when these personnel are not normally scheduled to work

Classification B

Facilities requested are made by community organizations that support our students/programs.

Usage under this classification will be charged only the following fees:

- Support Staff (Custodial, Maintenance, Food Service, Site Manager, etc.) fees of \$40 per hour, per person, when these personnel are not normally scheduled to work

Classification C

Facilities requested by Freedom Area School District sponsored activities will not be charged facility usage or support staff fees.

The above fee schedule does not apply to school activities for Freedom students.