

Application and Agreement for Use of District Property**FEE SCHEDULE**

The organization agrees to pay the applicable fee(s) for the use of District facilities.

	# of Employees Required	# of Hours	Hourly Rate (Overtime at 1.5 times)	Total
Custodians	0			
Food Service Employees	0			
Supervisory Personnel	0			
Other _____	0			
TOTAL PERSONNEL CHARGE				0

Property Used	Facility/ Equipment Fee	Personnel Cost, if applicable	Insurance cost, if applicable	Total Cost for Facility Use
Gymnasium at _____ school				
Auditorium at _____ school				
Cafeteria - <input type="checkbox"/> Dining Room <input type="checkbox"/> Kitchen <input type="checkbox"/> Both at _____ school				
Classroom(s) Number <u>A-12 Room</u> at <u>SOUNDGATE</u> school				
Other Property at <u>copy Room</u> <u>SOUNDGATE</u> school				


Signature - Representative of User Group

12-5-15
Date

Signature - Superintendent/designee

Date

IN THE EVENT SCHOOL IS CLOSED DUE TO WEATHER CONDITIONS, ALL SCHEDULED ACTIVITIES, WITH THE EXCEPTION OF DINNER MEETINGS, WILL BE CANCELED AND OPPORTUNITY TO RESCHEDULE OR REFUND RENTAL FEE(S) WILL BE MADE.

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For Office Use Only - To be Completed by School Official			
Cost for use of District property \$	_____	Cost for school employee \$	_____ Total cost \$ _____
Deposit \$	_____	Is deposit refundable?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date Deposit Received	_____	Balance Due \$	_____
Board employee(s) assigned:	_____		
Board Action Date, if applicable	_____	Board Order #	_____

Review/Revised:7/11/13