

**CENTERVILLE CITY BOARD OF EDUCATION**  
**111 Virginia Avenue**  
**Centerville, OH 45458**  
**937-433-8841**

**APPLICATION FOR USE OF SCHOOL BUILDING OR GROUNDS**

Instructions: Complete this form and return it at least two weeks prior to the use of the facility.

Date of Application:

Name of organization making request:

Name of adult who will assume responsibility:

Address:

Zip Code:

Phone (H):

Phone (C):

Email:

Application is hereby made for use of \_\_\_\_\_ School.

Please check facility requested:

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> Auditorium | <input type="checkbox"/> Multipurpose Room |
| <input type="checkbox"/> Gymnasium  | <input type="checkbox"/> Classroom(s)      |
| <input type="checkbox"/> Cafeteria  | <input type="checkbox"/> Soccer Field      |
| <input type="checkbox"/> Kitchen    | <input type="checkbox"/> Softball Field    |

Number of participants:

Estimated number of spectators:

Special Services or equipment needed:

<i>To be filled out by applicant</i>			<i>To be filled out by school staff</i>			
Date(s)	Day(s) of the week	Daily Times	Hours	Rate	Custodial Fee	Total Cost
Group Category:						

.....

Copy of Liability Insurance

**Approved:** \_\_\_\_\_ **Disapproved:** \_\_\_\_\_

## RENTAL GROUP CATEGORIES

### **GROUP I**

Definition: a non-profit community group whose activities are student related.

Examples: PTO Groups, School Booster Groups, Inter-school Clubs, Scouts, Indian Guides, etc.

### **GROUP II**

Definition: a nonprofit community groups whose benefits go to charity, community projects, or schools.

Examples: Civic Association, Twig, Service Clubs, Municipal Groups and Senior Citizen Groups.

\* Reciprocity Clause - For Centerville-Washington Township organizations that provide services or meeting space to Centerville City Schools will be treated as a school use Group II.

### **GROUP III A**

Definition: a nonprofit recreational group within the boundary of Centerville School District whose participants are all Centerville residents whose members are a feeder program for CCS.

### **GROUP III B**

Definition: a community group within the boundary of Centerville School District whose benefits go to the organization or individuals. Groups with all Centerville residents.

Examples: Religious Organizations, Civic Band/Symphony, Local Group/Business Recreation, Vocal Groups, Theater Groups and Local Dance Recitals.

### **GROUP IV**

Definition: a community group whose main function is the making of profit. The Group IV organization must have the main office or manufacturing facility within the boundary of Centerville School District.

Examples: Business, Industry and Professional Groups. Professional Groups refers to professions such as lawyers, doctors, realtors, salesmen, engineers, etc. meeting for the advancement or in the interest of their particular profession.

\* School Facilities are available for general meetings, employee in-service, training, or recreation. School facilities may not be used for conducting a business or raising money.

### **GROUP V**

Definition: a nonprofit or profit making group whose main office or manufacturing facility is not within the school district. School facilities are available for general meetings, employee in-service, training or recreation. Groups without all Centerville residents.

Examples: nonprofit and for profit groups based outside Centerville School District.

School facilities may not be used for conducting a business or raising money.

## Assignment of Rental Groups

### **Group I**

Cub Scouts, Boy Scouts, Girl Scouts, Brownies, Destination Imagination, Centerville Band Boosters, Science Olympiad, School Athletic teams, Centerville Scholastic Chess Club, Centerville Ski and Rider Club, CCTA Meeting, Freshman Dance Assembly

### **Group II**

Centerville Police Department, Washington-Township Recreation Center, Centerville – Washington Township Park District, City of Centerville, Service Clubs, and Senior Centers

### **Group III - A**

Centerville Youth Lacrosse, Noon Optimist T-Ball, CUSA, Centerville Wee Elks, Centerville Baseball League, Centerville Hustle Basketball, Centerville Hustle Cheerleaders, Centerville Co-Ed Juniors Dance, Centerville Co-Ed Cuties, Centerville Co-Ed Juniors Dance, Centerville Youth Wrestling,

### **Group III - B**

Adult Volleyball or Basketball with all CV residents, Home Owners Associations, Living Water Church, Young Life, Co-ed Elementary, Class Act Drama, Living Water Church Civic Bands

### **Group IV**

Voss Auto Group, Study Abroad Regional

### **Group V**

Society of Creative Anachronism (SCA), AAU Basketball Teams (Class Cats), Centerville Pride Baseball, Howard School of Dance, University of Dayton, Experimental Learning Foundation, Wendy's School of Dance, ISC Storm, Joyce Dalton Dance, University of KY Recruitment, Adult Volleyball or Basketball without all CV residents, Smile A While Dance, Beachbody, Dayton Lady Hoopstars, TJ Dancing on Wheels

# Centerville City Schools

## Building Use Rates

(Hourly Rates, 2 hour minimum on weekend)

GYMNASIUM	Group I & II	Group III	Group IV	Group V
Magsig	N/C	\$12	\$24	\$48
PVN	N/C	\$12	\$24	\$48
Driscoll	N/C	\$18	\$36	\$72
John Hole	N/C	\$18	\$36	\$72
Normandy	N/C	\$18	\$36	\$72
Stingley	N/C	\$18	\$36	\$72
Weller	N/C	\$18	\$36	\$72
Cline	N/C	\$42	\$60	\$84
PVS	N/C	\$42	\$60	\$84
THMS	N/C	\$42	\$60	\$84
Watts	N/C	\$42	\$60	\$84
<b>FACILITY</b>				
Classroom	N/C	\$12	\$24	\$48
MPR/Commons	N/C	\$24	\$36	\$60
Kitchen	\$20	\$24	\$36	\$60
Auditorium	N/C	\$36	\$72	\$120
Cline/Magsig				

**CHS** Athletic Facilities Rates – Contact Athletic Director

**PAC** Rates – Contact PAC Manager

**Kitchen** – Contact Student Nutrition Services – fees will be billed separately

\*\*All groups (including groups I and II) are required to pay custodial fees of \$48 per hour:

- If a custodian is not regularly scheduled. (Weekends)
- When additional custodial personnel or services are required to cover the event.

All users **MUST** provide evidence of liability insurance. No organization will be granted use of facilities without proof of insurance.

**THE RIGHT TO REJECT ANY GROUP IS RESERVED BY THE BUSINESS OFFICE OR ITS DESIGNEES.**