

# Minnetonka Public Schools Facility Scheduling

## Facility Use and Rental Fee Schedule

For definition of user Groups A, B, C, D, please refer to School District Policy #902 which can be accessed on the District's website [www.minnetonka.k12.mn.us](http://www.minnetonka.k12.mn.us), Administration, Policies.

<u>Facility Space</u>	<b>Group A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>
	<i>Community</i>	<i>Community</i>	<i>Community Non-Community</i>	<i>Non-Community</i>
	Hourly	Hourly	Hourly	Hourly
	Rental Fee	Rental Fee	Rental Fee	Rental Fee
Aquatic Centers/Pool Rental	Contact Minnetonka Aquatics Center			
Mtka Community Education Center	Contact Minnetonka Community Education			
Excelsior Auditorium	\$0*	\$20*	\$60*	\$75*
Cafetorium (performance space MME/MMW)	\$0*	\$20*	\$60*	\$75*
MARS Multipurpose ..MHS	\$0*	\$20*	\$60*	\$75*
<i>*plus fee for lights/sound tech personnel</i>				
Forum Lecture Hall ..MHS	\$0	\$20	\$60	\$75
Student Union ..MHS	\$0	\$30	\$60	\$75
Cafeteria ..Middle & MHS	\$0	\$15	\$30	\$50
Media Center (no computer lab use)	\$0	\$15	\$25	\$50
Computer Lab	\$0*	\$25*	\$80*	\$80*
<i>*plus fee for supervisory personnel</i>				
Classroom, Conference, Lounge	\$0	\$10	\$20	\$30
F.A.C.S. Classroom	\$0	\$10	\$40	\$75
Multipurpose Tile Gym/Cafeteria Gym	\$0	\$10	\$30	\$50
Entrances/Atriums/Lobbies	\$0	\$10	\$20	\$30
Elementary Wood Floor Gym	\$0	\$15	\$30	\$50
Middle School Small Gym	\$0	\$15	\$30	\$50
Middle School Large Gym	\$0	\$30	\$60	\$100
High School Back Gym	\$0	\$15	\$30	\$50
High School Large Gym	\$0	\$30	\$60	\$100
High School Middle Gym (Gymnastics Gym)	\$0	\$40	\$75	\$100
High School Wrestling Room	\$0	\$15	\$30	\$50
Field – Open Field or Ball Field	\$0	\$10	\$30	\$50
Field – Legacy Fields ..High School	Contact Diamond Club Rental Office			
Field – Veterans Field ..High School	Contact Diamond Club Rental Office			
Track/Football Field ..Middle School	\$0	\$15	\$45	\$100
Track/Stadium Field ..High School	Contact Stadium/Dome Rental Office			
Tennis Courts (per complex)	\$0	\$48	\$160	\$320
Locker Room (includes showers)	\$0	\$15	\$25	\$60
Playground	\$0	\$10	\$25	\$45

Parking Lot	\$0	\$10	\$20	\$30
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	<b>Group A</b> <i>Community</i>	<b>Group B</b> <i>Community</i>	<b>Group C</b> <i>Community</i> <i>Non-Community</i>	<b>Group D</b> <i>Non-Community</i>
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**User Fees - Hourly Rate**

These rates are assessed only if applicable.

	<b>Group A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>
Personnel Fee - Lights/Sound	\$45	\$45	\$45	\$45
Personnel Fee – Audio/Visual	\$45	\$45	\$45	\$45
Personnel Fee – Supervisory	\$30	\$30	\$30	\$30
Personnel Fee – Custodial	\$40	\$40	\$40	\$40
Facility Service Fee	\$40	\$40	\$40	\$40

These fees are assessed only if applicable.

	Per Permit	Per Permit	Per Permit	Per Permit
Technology Set Up Fee	\$0	\$50	\$50	\$50
Large Event Fee	\$0	\$100	\$100	\$100

	Per Table	Per Table	Per Table	Per Table
Vendor Table Fee	\$0	\$20	\$20	\$40

Permit requests and inquiries should be e-mailed to: Eloise Weibel  
District Facility Scheduler

[eloise.weibel@minnetonkaschools.org](mailto:eloise.weibel@minnetonkaschools.org)

or call

952-401-6800

Information to start the permitting process:

Name of Requestor

Organization

Contact information

Identify if you are a school event, community organization, Mtka School Resident.

Name of Event

Type of Event

Number of People

Building Requested

Rooms requested

Start time

End time

Set up and tear down time and needs