

# Region #18 School Buildings & Grounds Application Form

Organization:	
Contact Name:	Phone Number:
Address:	
School Reserving:	Number of Hours:
Activity Date(s) Requesting:	
Activity Description:	

Fee Schedule		
Circle Facilities Rates Requested		
	<b>Non-Profit</b>	<b>For-Profit</b>
	(per hour)	(per hour)
<b>Classrooms</b>	<b>\$15.00</b>	<b>\$50.00</b>
<b>Cafeteria</b>	<b>30.00</b>	<b>80.00</b>
<b>HS Commons</b>	<b>50.00</b>	<b>100.00</b>
<b>Gymnasium</b>	<b>50.00</b>	<b>100.00</b>
<b>Media Center</b>	<b>40.00</b>	<b>90.00</b>
<b>MS Auditorium</b>	<b>40.00</b>	<b>100.00</b>
<b>HS Auditorium</b>	<b>50.00</b>	<b>200.00</b>
<b>LY/MC Athletic Field</b>	<b>50.00</b>	<b>250.00</b>
<b>HS/MS Turf Field</b>	<b>250.00</b>	<b>500.00</b>
<b>Tennis Court/Parking Lot</b>	<b>25.00</b>	<b>50.00</b>

Activity Time Requested: <i>From</i> _____ <i>To:</i> _____	Facility Fee:
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Custodial Fee:  
 \*Applicable after 9:00 p.m. (school year) / 3:00 p.m. (summer) weekdays and all weekends - An hourly fee will be charged for school custodial services based on current salary schedules and/or overtime schedules for custodial staff. Current rate is \$40/hour per Custodian x Activity Duration.  
 \*\*Applicable all holiday hours - Current rate is \$50/hour per Custodian x Activity Duration

Gymnasium Floor Cleaning, Scoreboard & Bleachers Fee: \$ 40.00	Gym Fee:
Open/Close & Cleaning Fee: \$ 50.00	Open/Close Fee:
Set-up Request Fee: \$40.00 _____ (table s & chairs) provide details	Set-Up Fee:
Technology AV Fee \$60.00 _____ provide details	AV Fee:
	<b>Total Fee:</b>

I have received and read Regional School District 18 Board of Education Policy #1330 and I agree to fulfill my responsibilities and obligations in accordance with said policy.

MAKE CHECKS PAYABLE TO <b>REGIONAL SCHOOL DISTRICT 18</b> AT APPLICATION	<b>PROOF OF INSURANCE MUST BE PROVIDED AT APPLICATION!</b>	_____ <div style="text-align: right;"><b>Applicant Signature</b></div> _____ <div style="text-align: right;"><b>Date</b></div> _____ <div style="text-align: right;"><b>Director of Facilities &amp; Technology</b></div>
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