

**Santa Fe Independent School District
Facilities Use Fee Schedule for Classification Group 1
2023 - 2024 Organized Local Non-Profit Groups**

Facility	Maximum Capacity	Liability Insurance Note 2	Facility Fee 4-Hour Rate	Facility Hourly Fee After 4 Hours	Cleaning Fee Note 1, 6	Additional Charges Note 4	Availability & Reservations MUST BE APPROVED BY Note 5
Santa Fe Independent School District							
High School Football Stadium		Required	\$ 250.00	\$ 50.00	\$ 100.00	Security may be required School Administrator fee may apply	Director of Athletics, Facilities Manager, Superintendent
without lights			\$ 200.00	\$ 25.00			
Score Board			\$ 150.00	\$ 35.00			
Custodial on Duty		Required	\$ 100.00	\$ 25.00			
Administrator on Duty		Required	\$ 180.00	\$ 45.00			
Security		Required	\$ 180.00	\$ 45.00			
Baseball Field with lights		Required	\$ 250.00	\$ 50.00	\$ 100.00		Director of Athletics, Facilities Manager, Superintendent
without lights			\$ 200.00	\$ 25.00			
Score Board			\$ 150.00	\$ 35.00			
Custodial on Duty (if not on school day)		Required	\$ 100.00	\$ 25.00			
Administrator on Duty		Required	\$ 180.00	\$ 45.00			
Security		Required	\$ 180.00	\$ 45.00			
Softball Field with lights		Required	\$ 250.00	\$ 50.00	\$ 100.00		Director of Athletics, Facilities Manager, Superintendent
without lights			\$ 200.00	\$ 25.00			
Score Board			\$ 150.00	\$ 35.00			
Custodial on Duty (if not on school day)		Required	\$ 100.00	\$ 25.00			
Administrator on Duty		Required	\$ 180.00	\$ 45.00			
Security		Required	\$ 180.00	\$ 45.00			
Cafeteria		Required	\$ 100.00	\$ 20.00	\$ 15.00	Set Up Fee	Director of Athletics, Facilities Manager, Superintendent
Kitchen		Required	\$ 100.00	\$ 20.00			
Auditorium - Orchestra	900	Required	\$ 480.00	\$ 90.00	\$ -	Audi. Tech. \$40./Hr.	Principal & Facilities Manager
Custodial on Duty (if not on school day)		Required	\$ 100.00	\$ 25.00			
Theatre Manager		Required	\$ 150.00	\$ 45.00			
Audi. Tech. \$40.00/Hr.		Required	\$ 160.00	\$ 40.00			
Security		Required	\$ 180.00	\$ 45.00			
Competition Gym	1950	Required	\$ 100.00	\$ 25.00	\$ 15.00	Set Up Fee	Director of Athletics, Facilities Manager, Superintendent
Administrator on Duty		Required	\$ 150.00	\$ 45.00			
Custodial on Duty (if not on school day)		Required	\$ 100.00	\$ 25.00			
Security		Required	\$ 180.00	\$ 45.00			
Gym 1 & 2		Required	\$ 80.00	\$ 20.00	\$ 15.00	Set Up Fee	Director of Athletics, Facilities Manager, Superintendent
Security		Required	\$ 180.00	\$ 45.00		\$35.00/hr	
LGI	120	Required	\$ 50.00	\$ 15.00	\$ 15.00	Set Up Fee	Principal & Facilities Manager
Santa Fe Junior High School							
Football Stadium		Required	\$ 100.00	\$ 25.00	\$ 100.00	Set Up Fee	Director of Athletics & Facilities Manager
Administrator on Duty		Required	\$ 150.00	\$ 45.00			
Custodial on Duty		Required	\$ 100.00	\$ 25.00			
Security		Required	\$ 180.00	\$ 45.00			
Cafeteria		Required	\$ 100.00	\$ 25.00	\$ 15.00		Principal & Facilities Manager Principal, Director of Food Service & Facilities Manager
Kitchen		Required	\$ 100.00	\$ 25.00			
Gym		Required	\$ 80.00	\$ 20.00	\$ 15.00	\$35.00/hr	Principal, Ath Director & Facilities Manager
Custodial on Duty		Required	\$ 100.00	\$ 25.00			
Security		Required	\$ 180.00	\$ 45.00			
Junior High Annex							
Gym		Required	\$ 60.00	\$ 15.00	\$ 15.00	\$35.00/hr	Principal, Ath Director & Facilities Manager
Custodial on Duty		Required	\$ 100.00	\$ 25.00			
Security		Required	\$ 180.00	\$ 45.00			
Elementary Schools							
Cafeteria		Required	\$ 100.00	\$ 20.00	\$ 15.00	Set Up Fee	Principal & Facilities Coordinator Principal, Director of Food Service & Facilities Manager Principal, Athletic Director, & Facilities Manager
Kitchen			\$ 100.00	\$ 25.00			
Gym		Required	\$ 80.00	\$ 20.00	\$ 15.00		
Custodial on Duty		Required	\$ 100.00	\$ 25.00			
Security		Required	\$ 180.00	\$ 45.00		35.00/hr	
Alamo Gym							
Gym		Required	\$ 50.00	\$ 12.50	\$ -	\$35.00/hr	Facilities Manager
Custodial			\$ 50.00	\$ 12.50			
Security		Required	\$ 180.00	\$ 45.00			

A district employee shall be present while facility is in use by non-district groups
Interlocal agreements supercede the fees, charges, and arrangements set forth in this schedule.

1. Cleaning fee is hourly except for the stadiums which is lump sum
2. The Liability Insurance required is \$1,000,000. Per each occurrence and \$2,000,000. Aggregate & Names the "District" as there Insured.
3. The actual cost for the facility charged for with Air Condition and Lights.
4. Operations Employee shall be present while facility is in use by groups
5. Required signatures in order for the activity to be approved.

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6. Cleaning Fee is charged for the cleaning of the area after the activity.
7. Facility and Operations Fee subject to change yearly due to increase costs.
8. Additional changes require a 5 day written notice.
9. AudioTech cost at the Auditorium are to be paid directly to the technicians not SFISD