

Facility Use Fee Schedule

Governor Wentworth Regional School District						
FACILITY USE FEE SCHEDULE						
Expense Area	Charge	Tier 1	Tier 2	Tier 3 ¹	Tier 4 ¹	Tier 5 ¹
Event Management	\$40 per hour	TBD	TBD	\$40 per hour	\$40 per hour	\$40 per hour
Event Technician(s)	\$25 per hour per person	TBD	TBD	\$25 per hour per technician	\$25 per hour per technician	\$25 per hour per technician
Arts Center	\$50-\$120 per hour	Waived	Waived	\$50 per hour	\$120 per hour	\$120 per hour
Rehearsal Fee	\$20-\$65 per hour	Waived	Waived	\$20 per hour	\$65 per hour	\$65 per hour
Grand Piano	\$500 per use plus tuning	Waived	Waived	\$500 per use plus tuning	\$500 per use plus tuning	\$500 per use plus tuning
Classroom Rental Fee	\$20 per hour	Waived	Waived	Waived	Waived	Yes
Cafeteria Rental	\$35 per hour	Waived	Waived	Waived	Waived	Yes
Lecture Hall Rental	\$35 per hour	Waived	Waived	Waived	Waived	Yes
Main HS Gym Rental	\$40 per hour	Waived	Waived	Waived	Waived	Yes
Other Gym Rental	\$30 per hour	Waived	Waived	Waived	Waived	Yes
Turf Field Rental	Charge per 3-hour use	Waived	Waived	\$50	\$75	\$100
Grass Field	Charge per 3-hour use	Waived	Waived	\$10	\$10	\$25
Insurance Required	\$1,000,000 Minimum	Waived	Yes	Yes	Yes	Yes

TIER CLASSIFICATION

- Tier 1 ...Governor Wentworth Regional School District Programs
- Tier 2 ...District town government sponsored programs run for the benefit of the general community
- Tier 3 ...Non-profit organizations
- Tier 4 ...For profit organizations
- Tier 5 ...Organizations which are not classified within tiers 1 through 4

OTHER REQUIREMENTS¹

- A. The District retains the right to require tax or other legal documents to support any classification claims by a prospective renter. The District's ruling is final.
- B. Renters must provide a Certification of Insurance evidencing public liability and property damage insurance naming the Governor Wentworth Regional School District as an added insurer. Coverage must include theft and damage of property. Minimum acceptable limit of liability is \$1,000,000.
- C. The District may require the entity to hire police **and/or other emergency services** coverage for the event at the renter's own expense.
- D. The Arts Center Rental Fee includes the use of the foyer, foyer bathrooms, concession stand, coat closet, ticket booth, auditorium, needed classrooms and dressing room.
- E. Any renting organization that fails to pay their invoices(s) within two months of the time of billing may be prohibited from any further use of the Kingswood Arts Center.
- F. All renting groups will be required to hire the Event Manager and Custodian for the entirety of the renting group's stay.
- G. The Event Manager and Custodian(s) may be required to arrive before the renting group in order to prepare the building. Any incurred costs for this effort, including billable hours will be charged to the renting organization.
- H. The custodial staff member may need to stay beyond the renting group's departure in order to clean up the Kingswood Arts Center and/or prepare it for the next school day.
- I. Renters shall not issue more event tickets to the Kingswood Arts Center than the allowed occupancy number per the Fire Marshall.
- J. Organizations designated by federal agencies as domestic terrorist organizations and hate groups will not be permitted to rent.

This Administrative Form accompanies:

Policy **ECB**: Revised: **01/08/2024**