GREENE COUNTY PUBLIC SCHOOLS
FACILITY USE RATE SHEET

FACILITY FEES (per hour)

Classroom	$20.00
Performing Arts Center	$100.00
Cafeteria-Elementary	$40.00
Cafeteria-Middle/High	$50.00
Kitchen Use**	$20.00
Gym-Elementary	$50.00
Gym-Middle/High	$75.00
Media Center	$50.00
Softball Game Field	$50.00
Baseball Game Field	$50.00
Soccer Practice Field	$40.00
Track	$100.00
Football Field	$100.00
Parking Lot	$20.00

SERVICE FEES (per hour)

Custodial*	$35.00
Food Service*	$25.00
Lighting Technician*	$25.00
Sound Technician*	$25.00
Outdoor Field/Track Lights	$40.00
AC On (except PAC)	$50.00
Key Fob (refundable)	$40.00
Facility Supervisor	$150.00***
Staff Member	$35.00

***Facility Supervisor rate is for the day
** Kitchen use–must GCPS food service worker on site (3 hour minimum)
* All GCPS employees filling these roles are on site for a minimum of 3 hours

RULES AND REGULATIONS GOVERNING USE OF GREENE COUNTY PUBLIC SCHOOL FACILITIES

The Greene County School Board recognizes the value of allowing the use of property for worthwhile local community and civic purposes. The School Board also recognizes the necessity of making the facilities available for school related organizations. Other local non-service organizations and non-school related groups may be allowed to use the school facilities but will be charged a rental and/or service fee.

Regulations

1. All outdoor facilities used for practices must be vacated by dusk on all days.
2. In the event of inclement weather, it will be the judgment of the Activities Director or designee to decide whether or not the facilities may be used. This decision may be rendered 24 hours in advance.
3. Any organization wishing to host a tournament must have a facility supervisor on site. This supervisor will make any determinations about canceling the event due to poor field conditions or handle any facility issues that may arise. This supervisor will not be responsible for gym set up, field preparation or tournament supervision.
4. Prior to any field preparations (lining/marking) permission must be granted from the Activities Director or designee.
5. All tournament schedules must be provided with application. No softball/baseball games should start prior to 9 a.m. and all games should be scheduled so that game play is completed before dusk.
6. The Batting Cage located in the Middle School Gym is not available for rental.
7. The concession stand will only be operated by school staff and is not part of the rental agreement.
8. Any groups providing concession options are required to have a Custodian for a minimum of three hours.
9. Applicants shall be responsible for any damage to school property during the agreed upon rental period.

Application Procedures

1. Applications are available at all Schools, Central Office and can be found online.
2. Completed applications for all facilities with the exception of Athletic Fields should be submitted to the building Principal thirty (30) days in advance of requested usage.
3. Athletic Facility Request should be submitted to the Activities Director thirty (30) days in advance of requested usage.
4. One person shall personally assume responsibility for representing the organization or club in working out the details for the use of facilities with the Principals, Activities Director and/or Central Office staff.
5. Once the application has been approved by the Principal, Activities Director and/or School Board, you will be notified and all rental, services fees and deposits that must be paid in full ten (10) days prior to the scheduled event at Central Office.
6. The refundable deposit for the Key Fob will be $40 made payable to Greene County School Board .
7. Any group, organization or individual interested in an In-Kind agreement in lieu of facility rental and services fees needs to make arrangements through the Activities Director and Central Office staff. All In-Kind services such as ticket takers, game management facility maintenance, etc. will be based on an hourly rate of$20.00 per person provided.
8. Non-payment of rental and/or service fees will result in denial of future request.
9. Applicants must provide a certificate of liability insurance with application.