



FAC-W028-RENTAL FEE SCHEDULE

WORK INSTRUCTION

FACILITIES

SUMMARY

This document provides rental fee information for groups or organizations requesting to rent district facilities. Renters can refer to FAC-P011 for tier category requirements and qualifications. This rate schedule will take effect at the beginning of the summer season, June 16, 2025.

2025-2026 FEE SCHEDULE

Athletic Facility Hourly Rates

	Tier I Not for Profit & Civic Groups	Tier II Not for Profit Community at Large	Tier III For-Profit Groups & Ticketed Events
Grass Playing Field – Elementary School	\$4.00	\$13.00	\$19.00
Grass Playing Field – Middle School (per field)	\$6.00	\$50.00	\$77.00
Grass Playing Field – High School (per field)	\$25.00	\$75.00	\$115.00
Stadium (with or without lights)	\$65.00	\$151.00	\$233.00
Press Box (Must be trained and approved by high school)	\$5.00	\$13.00	\$20.00
South Salem High School Lower Track	\$36.00	\$53.00	\$70.00
Tennis Courts	\$6.00	\$17.00	\$26.00
Gymnasium – Elementary School	\$17.00	\$33.00	\$51.00
Gymnasium – Main/Aux – Middle School	\$20.00	\$50.00	\$77.00
Gymnasium – Aux – High School	\$20.00	\$50.00	\$77.00
Gymnasium – Main – High School	\$36.00	\$75.00	\$115.00
Parking Lot (rented for specific events, marathons, car shows, etc.)	\$6.00	\$13.00	\$19.00

School Facility Hourly Rates

	Tier I Not for Profit & Civic Groups	Tier II Not for Profit Community at Large	Tier III For-Profit Groups & Ticketed Events
Classroom (Elementary/Middle/High)	\$6.00	\$17.00	\$26.00
Common Space – Elementary ie., Library, MPR, Cafeteria/Commons, Music, etc	\$11.00	\$25.00	\$38.00
Common Space – Middle School ie., Library, Cafeteria/Commons, Music, etc	\$17.00	\$50.00	\$77.00
Common Space – Middle/High School ie., Library, Commons, Music etc	\$17.00	\$79.00	\$122.00
Covered Play/Outdoor Lunch/Courtyard Area (all locations)	\$6.00	\$13.00	\$19.00
Performing Arts Center & Auditorium	\$65.00	\$115.00	\$233.00
Rose Theater – South Salem High School	\$120.00	\$180.00	\$295.00
Custodial/Monitor (Required for weekend/non-school-day rentals or rentals with set-up requirements)	\$40.00	\$40.00	\$40.00
Security	\$43.00	\$43.00	\$43.00
Production Manager	\$70.00	\$70.00	\$70.00
Student Worker	\$40.00	\$40.00	\$40.00

APPLICABILITY

- This policy applies to all Schools, Departments, Facilities Services, Summer Programs, and Community Rental Groups.

ASSOCIATED DOCUMENTS

- FAC-A011-Use of District Facilities (Policy)
- FAC-P011-Use of District Facilities (Procedure)

APPROVAL AUTHORITY

- Chief Operations Officer

REVISION HISTORY

- 06/04/2024 – Updated fees updated and added classifications and updated format for accessibility.
- 04/02/2025 – Updated Summary and removed Classification of Groups
- 05/16/2025 – Removed 2024-2025 schedule and updated facilities.
- 11/06/2025 – Clarified fees for the Rose Theater (was previously a special quote for each use).
- 11/06/2025 – Clarified rate for Production Manager (was previously “varies”).