

**Clairton City School District**  
**501 Waddell Avenue**  
**ATTN: Ms. Alexis Trubiani**  
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**APPLICATION FOR USE OF SCHOOL FACILITIES**  
**(Outside Organization)**

**Name of Organization** \_\_\_\_\_ **Today's Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Class** \_\_\_\_\_ Please specify explanation of class selection:

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**CLASSIFICATION OF USERS:**

Class A - Clairton City School District related organizations.

Organizations whose primary purpose and function is the support of educational, extracurricular or business-related activities of the Clairton City School District.

Class B – Clairton City and Allegheny County Governmental Organization.

Class C – Nonprofit/Nonschool-related organizations.

Nonprofit organizations within the Clairton City School District whose primary purpose is the betterment of the community and the providing of service to the residents in general.

Class D – Private Interest Groups.

Other private organizations providing programs which are instructive and beneficial to the participants.

**Will an admission fee be charged?** \_\_\_\_\_ **yes** \_\_\_\_\_ **no** If yes, amount \$ \_\_\_\_\_

Are you requesting a waiver of facilities fees? \_\_\_\_\_ **yes** \_\_\_\_\_ **no**

*If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel or utility fees.*

**Specific purpose of use:** \_\_\_\_\_

From – DATE(S) to	From – HOUR(S) to	DESCRIPTION (meeting, practice, game, rehearsal)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



APPROVALS: Principal \_\_\_\_\_ Date \_\_\_\_\_  
Business Manager \_\_\_\_\_ Date \_\_\_\_\_  
Superintendent/Designee \_\_\_\_\_ Date \_\_\_\_\_

Copy to:

\_\_\_\_\_ Stage Crew      \_\_\_\_\_ Athletic Director      \_\_\_\_\_ Cafeteria Manager      \_\_\_\_\_ Librarian  
\_\_\_\_\_ Head Custodian      \_\_\_\_\_ Other

Date \_\_\_\_\_

**(Office Use Only)**

**FACILITIES USE INVOICE**

Billing Class \_\_\_\_\_

Facilities/Equipment used:	_____	Charges \$ _____
	_____	Charges \$ _____
	_____	Charges \$ _____
	_____	Charges \$ _____

Personnel Employed:	_____	Charges \$ _____
(attached time sheets)	_____	Charges \$ _____

Security	_____	Charges \$ _____
	_____	Charges \$ _____

Other (specify)	_____	Charges \$ _____
	_____	Charges \$ _____
	_____	Charges \$ _____

## SCHEDULE OF CHARGES

Class A – No fee

Class B – Personnel Fee

Class C – Personnel Fee and Utility Fee

Class D – Personnel Fee, Utility Fee and Rental Fee

*The Board reserves the right to add to or waive any or all fees based on specific criteria of the function and organization purposes.*

<u>FACILITIES</u>	<u>UTILITY FEE</u>	<u>RENTAL FEE</u>
<b>High School Auditorium</b>		
- Performance (Per Day)	\$50.00	\$400.00
- Rehearsals/Practices (Per Session)	\$25.00	\$75.00
- Other Functions (Per Session)	\$50.00	\$100.00
<b>High School and/or Elementary School Cafeteria (Per Day)</b>	\$50.00	\$75.00
- Kitchen*	TBD	\$100.00
- Dishwasher* (*Refer to Policy 707 Section Use of Cafeteria)	TBD	\$100.00
<b>Classroom (Per session)</b>	\$10.00	\$25.00
<b>All-Purpose Rooms/Gymnasium (Per Day)</b>	\$50.00	\$100.00
Garbage removal (per event/per container)** (**As determined by building principal – Based on Use Purpose)	\$50.00	-0-
<b>Athletic Fields (Per Day)</b>	\$100.00	\$150.00
<b>Stadium and Field (High School) (Per Day)</b>	\$50.00	\$400.00
- Lights (additional) (Per Day)	\$150.00	-0-
<b>Locker Rooms (Per Day)</b>	\$50.00	\$50.00
<b><u>PERSONNEL (per individual)</u></b>	<b><u>Hourly Charges</u></b>	
Security	\$40.00	
Police	\$140.00	
Custodian	\$35.00	
Cafeteria Manager	TBD	
Cafeteria Worker	TBD	
Stage Manager	TBD	
Student Assistant	TBD	
Maintenance	TBD	
Site Manager	TBD	

TBD – To Be Determined