

MINIMUM CUSTODIAL CHARGE FLOWCHART

Reservation
created by site

Minimum custodial
fee determination

Minimum
Charge

Clean up and secure building after
event - 2 hour minimum

Food and
Concessions

Empty garbage, clean up spills and
litter - 4 hour minimum

Locker Rooms

Empty garbage, clean up litter, clean
bathroom - 4 hour minimum

Spectators

Bleachers cleanup - 4 hour minimum

Bathrooms

More than 1 set of
restrooms- 4 hour
minimum

4 or more sets
of restrooms- 8
hour minimum

Participants

50-100- 4 hour
minimum

100+ - 8 hour
minimum

Sports

Indoor- custodian required for times of
competition
• Bloodborne Illness
• Service restrooms, spills,

-Greatest minimum
charge assigned to
reservation

*Actual charges may
be greater

Sample Use
Basketball

User request:
Gym,
8am to 8pm,
Basketball,
Bleachers

2 Hours
Minimum

Not requested

Not requested

4 Hours
Minimum

Not Requested

Not reported

12 Hours
Minimum

-Greatest minimum
charge assigned:
12 hours

*Actual charges may
be greater

Sample Use
Football

User request:
Field,
10am to 3pm,
Locker Room,
Restrooms

2 Hours
Minimum

Not requested

4 Hours
Minimum

Not Requested

4 Hours
Minimum

Not reported

5 Hours
Minimum

-Greatest minimum
charge assigned:
6 hours

*Actual charges may
be greater