



I.S.D. #728

Facility Use Rates and Procedures

Revised: June 1, 2020
Fees effective: September 1, 2020

District #728 Facility Use Policy 902

[Use of School District Facilities and Equipment](#)

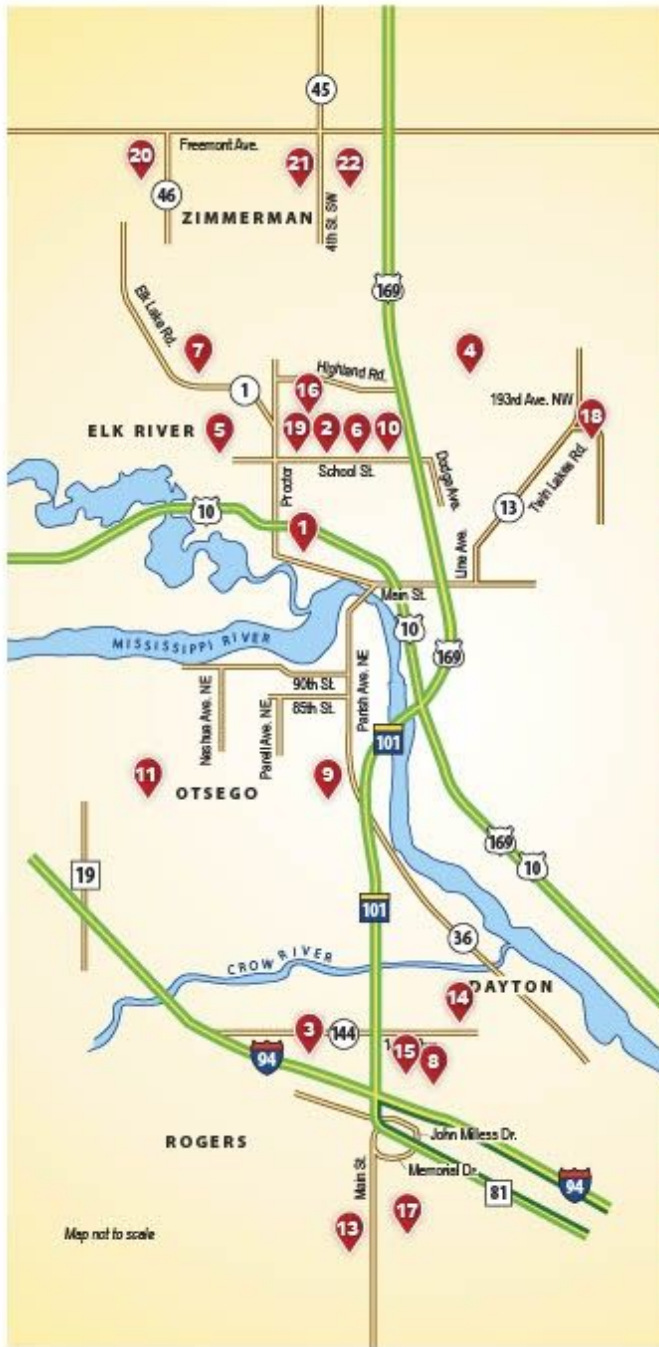
The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.



ISD 728 Community Education
1170 Main Street
Elk River, MN 55330

EXPERIENCE **MORE!**

For Information contact:
ISD 728 Facilities Scheduler
Handke Center
1170 Main Street, Elk River
763-241-3400 x5539
facilities@isd728.org



ISD 728 Facility Locations

- 1 **Community Education & ECFE**
Handke Center
1170 Main St., Elk River
- 2 **Elk River Senior High School**
900 School St., Elk River
- 3 **Hassan Elementary School**
14055 Orchid Ave., Hassan
- 4 **ISD 728 District Office**
11500 193rd Ave. NW, Elk River
- 5 **Ivan Sand Community High School**
1232 NW School St., Elk River
- 6 **Lincoln Elementary School**
600 School St., Elk River
- 7 **Meadowvale Elementary School**
12701 Elk Lake Road, Elk River
- 8 **North Community Park**
813750 Bittersweet St., Rogers
- 9 **Otsego Elementary School & ECFE**
8125 River Road NE, Otsego
- 10 **Parker Elementary School**
500 School St., Elk River
- 11 **Prairie View Elementary/Middle School**
12220 80th St NE, Otsego
- 13 **Rogers Elementary School & ECFE**
12521 Main St., Rogers
- 14 **Rogers High School**
21000 141st Ave., Rogers
- 15 **Rogers Middle School**
20855 141st Ave., Rogers
- 16 **Salk Middle School**
11970 Highland Road, Elk River
- 17 **Triangle Park**
21400 Rouillard Blvd., Rogers
- 18 **Twin Lakes Elementary School**
10051 191st Ave. NW, Elk River
- 19 **VandenBerge Middle School & Pool**
948 Proctor Ave., Elk River
- 20 **Westwood Elementary**
13651 Fourth Ave. S., Zimmerman
- 21 **Zimmerman Middle/High School**
25900 4th St.W., Zimmerman
- 22 **Zimmerman Elementary School & ECFE**
25959 4th St.W., Zimmerman

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Important Reminders:



ISD 728 is **Tobacco Free** and the use of tobacco is prohibited on all School District property. This includes all school buildings, grounds, and in all school vehicles. **Thank you for your cooperation!**



Entrances are labeled by letters or numbers at each school building. Please note the entrance that has been designated for your group and inform all participants of where to park and enter for your activity.

District 728 Facility Use Procedure
9/1/2020

“District Premises”, as referred to in this document, will include all District owned facilities, buildings, grounds, parking lots, athletic fields and vehicles.

Priorities for Facility Use:

Applications for the use of facilities will be processed and scheduled in the following order:

1. School District #728 events, Community Education activities, and governmental elections and caucuses.
2. Civic, service, non-school youth groups and community groups (composed of 75% or more school district residents).
3. Local government use.
4. Local religious organizations.
5. Local commercial/business groups.
6. Groups that serve a regional, state or national clientele.
7. Non-local commercial groups.

Occasionally, non-school scheduled activities may conflict with events planned by a District program. If a conflict occurs, every effort will be made to find an alternate facility for the non-District group; but, **District 728 programs have priority of facility use at all times.**

How to Apply to Use Facilities:

All use of District facilities before and after the normal school day, weekends, vacations and holidays, must be scheduled through the Community Education Office, this includes District sponsored events and activities and use by District staff for non-District activities. To make application:

1. Submit facility requests online at <https://isd728.ce.eleyo.com>.
2. **Phone and email requests will not be accepted** (although updates can be requested via email).
3. The Community Education Office must receive your online request at least seven business days prior to your requested date of use. Incomplete requests will be returned to the requestor.
4. Requests are processed in the order they are received and your request is not approved until you receive an email notification from the facilities office.
5. An estimate of applicable costs will be sent with the approval.
6. District equipment (i.e.: recreation, audiovisual, chairs, etc.), as well as setup times and needs, must be requested on the application.
7. The Facility Scheduler will arrange for custodial services and/or building supervision if use of the facility occurs at a time when custodians are not on duty, or if additional services are needed, and/or the nature of the activity dictates such staffing. All staffing costs are the responsibility of the user.

Denial of Access:

Facility use may be refused or cancelled due to the following reasons:

1. The planned activity, in the judgment of District 728, may be in any way prejudicial to the best interests of the schools or the educational system.
2. District 728 may modify, deny, cancel, or revoke any or all facility use applications or permits at any time for any reason.
3. Non-payment of fees for current or previous events.
4. Misrepresentation of the user, the nature of the group or its activities, or the number of participants in order to avoid fees, charges or other use policies.
5. A history of the group and/or individual of being uncooperative or disrespectful to district staff or other facility users.
6. Non-compliance of District Facility Use Procedures by users, including internal staff, may result in user being asked to leave the facility and may result in denial of future access.
7. History of failure to comply with District Procedures regarding scheduling of facility use.

Liability:

District 728 assumes no responsibility or liability for damage, loss, or personal injury resulting from use of District facilities.

- The individual or group in whose name the permit is issued is responsible for their use of the facility, and must accept responsibility for the payment of fees and/or other charges, including damages.
- The individual named on the permit, and the group in whose name the permit is issued, are jointly required to assume full responsibility for personal injury to any participants or spectators.
- Upon request and before use of facilities, the user shall provide a Certificate of Liability Insurance listing the district as an additional insured party. Minimum coverage shall be \$1,000,000 per occurrence and \$3,000,000 aggregate. Waivers may not be substituted for a valid certificate of insurance. Events/usage may be cancelled by the district if the Certificate of Liability is not received when requested.

Rules & Guidelines for Use:

Rules and regulations exist to protect the public's investment in District 728 facilities. All groups using the buildings/grounds must observe the following rules.

1. All local and state ordinances and laws pertaining to use of public buildings and facilities must be observed.
2. The use of tobacco on district premises is strictly forbidden at all times, including grounds. District 728 is tobacco-free.
3. The possession and/or use of alcohol or controlled substances on District premises are prohibited.
4. Candles are not permitted.
5. Latex balloons are not permitted.
6. Competent adult supervision (age 21+) must be provided by the group and on site during the entire use. The group supervisor(s) will be held responsible for compliance with rules, general behavior and safety.
7. Use is limited to those areas of the building that are specifically approved and includes the nearest drinking fountain and restrooms.
8. A custodian or building supervisor will be present throughout your use; cooperation with these staff members is essential.
9. Equipment brought in and its manner of use is subject to approval by the custodian in charge, Manager of Facilities, the Community Education Director or the Facilities Scheduler.
10. District equipment may be used if advance arrangements have been made with the Facility Scheduler. Charges for staff time may be assessed, depending on the extent of set-up and/or takedown needed.

Rules & Guidelines for Use (continued)

11. All groups shall leave the school facility in the same condition in which they found it, returning all furniture, equipment, etc. to its original order. Charges for staff time may be assessed, depending on the extent of clean up needed.
12. If food and/or drink are to be served, this is to be indicated on the Facility Use Application, and will be permitted only in designated areas and when applicable, with the appropriate licensing.
13. "Guidelines for Use of School District Kitchens" will be followed in the event of kitchen use.
"Guidelines for Use of District 728 Pool" will be followed in the event of pool use.
"Guidelines for Use of School Gyms" will be followed in the event of gym use.
"Guidelines for Use of Classrooms" will be followed when classrooms are used.
"Guidelines for Hosting a Tournament" will be followed when hosting a tournament.
"Guidelines for Auditorium Use" will be followed when the Auditorium is used.
14. District facilities may be rented to churches operating within District 728 boundaries for worship purposes. However, District facilities are not intended to be used as long-term facility solutions, and a church may be requested to provide the District with its plan for a more permanent facility.
15. Groups or individuals approved to use District facilities may not assign, sublet, or transfer their approved facility use to any other group or individual.
16. Groups or individuals using the facilities may display banners, signs, streamers or any materials of an advertising nature on District premises only during the hours scheduled for the event. These displays/signs may not cause damage to or deface district premises, and must meet all requirements imposed by other governmental agencies. Promotional signs posted inside district facilities must clearly identify the sponsoring organization, a contact person and phone number. All materials must be removed from District property at the end of the event.
17. Groups selling concessions or food during their event must follow District 728 "Rules & Procedures for Selling Concessions." If food licensure is required, a copy of the license obtained by the group from the MN Department of Health must be on file with the facilities office prior to the date of the event. Non-compliance of these rules & procedures may result in cancellation of the event.

Cancellations:

The facility scheduler must be notified of cancellation at least ten business days prior to-scheduled use. *If less than ten business days notice is given of cancellation, facility rental fees and/or staff fees may be assessed.*

Closure of Facilities:

- Inclement weather – Community events are automatically cancelled when school is closed due to inclement weather or other emergency circumstance.
- Emergency closings – Equipment failure or other emergencies may require the closing of facilities and the cancellation of Community events.

ISD 728 will not be responsible for user costs or losses suffered due to cancellation or postponement of events due to unforeseen conditions including, but not limited to, inclement weather.

Fees for Facility Use:

- Rental rates apply to groups and activities as listed in the following categories. All groups using facilities are responsible for staff costs in addition to costs resulting from their use including, but not limited to, facility rental, equipment rental, building supplies, extra garbage pickup, energy and applicable sales tax.
- Groups and individuals are responsible for the repair and/or replacement of damage, theft or loss to the premises or equipment resulting from their use. A damage deposit may be required at the time of application for facility use.
- Payment is due 30 days following the invoice date. Accounts more than 60 days in arrears may be assessed a late payment fee of \$10 per month in arrears.

Sales Tax:

- Athletic fields, recreational facilities and equipment will be charged applicable MN State sales tax. Organizations that are tax exempt must have their tax exempt certificate on file with the facilities office before applicable taxes can be waived.

Staffing Fees:

Groups/individuals using District 728 facilities are responsible for staff charges resulting from their use. A two-hour minimum charge will be assessed for any of the following required staff.

Custodial	Could include opening or closing a building, set-up, clean-up or presence during a time when not otherwise staffed, or if called to the building beyond normal work hours.	\$40/hour
Food Service	Required to be present whenever a school kitchen or the culinary classrooms are used.	Current hourly rate including overtime and holiday pay, if applicable.
Building Supervisor	Placed by the District to protect and oversee the facility and represent the school district.	\$18/hour
Student Theater Technician	When assigned to operate lightboard, soundboard or rigging system is requested in performance spaces.	\$17/hour
Theater Director	Required when Little Theater or Auditoriums scheduled.	\$30/hour
Auditorium Manager	If manager assists community users in any capacity.	\$39/hour
Lifeguard	Required when pool use is scheduled.	Included in rental fee
Outside Vendors	If an outside vendor is hired to remove and/or reinstall the pit cover in the Zabee Auditorium. Actual cost for those services will be billed to group requesting service	Actual (est \$1500)

Wage laws and district policy do not allow employees to volunteer to provide required supervision or support services for community events.

Categories:

- A. School District 728 sponsored events: concerts, athletics, board meetings, special hearings, and Community Education Programs.

These groups will not be charged rental fees.

- B. Local tax supported public agencies that do not charge District #728 rental fees and have negotiated a non-duplication policy or agreement with District #728 (at least 75% of participants reside in District 728).

Local civic, service, and charitable groups (at least 75% of participants reside in ISD 728).

Local non-school youth groups; such as scouts, 4H, youth athletic organizations, etc. (at least 75% of participants reside in District 728).

Booster Clubs and Parent Organizations registered as a Non-Profit 501-C3 with all proceeds supporting specific ISD #728 athletics, academic or arts teams/clubs.

These groups will not be charged rental fees except when conditions outlined in C & E below apply.

- C. Local tax supported public agencies that charge District #728 rental fees and have not have negotiated a non-duplication policy or agreement with District #728 (at least 75% of participants reside in District 728).

Local civic, service, charitable groups & non-school youth groups, when an admission is charged or a donation requested (at least 75% of participants reside in District 728).

Summer camps, clinics & leagues conducted by ISD 728 staff/varsity coaches **in the community** where they coach, unless program is run in partnership with Community Education or municipal recreation programs.

Employees of District 728 are subject to all provision of this policy when district facilities are used for any activity (1) unrelated to their professional responsibilities and (2) that have not been assigned to them by their supervisor, including, but not limited to, the scheduling of space and equipment, staffing requirements and the payment of applicable fees.

Local groups of a religious nature for worship, instruction, or admission/donation events.

District residents or groups for private meetings or activities.

Colleges and universities.

These groups will be charged Category I rental fees.

- D. Individuals, private agencies, companies, vendors, business or special interest groups & non-profit groups with a regional or statewide clientele, for activities of a commercial, business or revenue generating nature.

Summer camps, clinics & leagues conducted by ISD 728 staff/varsity coaches **outside the community** where they coach, unless program is run in partnership with Community Education or municipal recreation programs.

Non-local (originating outside District 728) youth, civic, service, charitable and religious groups.

These groups will be charged Category II rental fees.

- E. Local non-school youth groups; such as scouts, 4H, etc. (at least 75% of participants reside in District 728) using indoor school district facilities for regular group meetings will be charged a \$7 per member surcharge for the school year.

Local youth athletic organizations meeting roster guidelines and using indoor school district facilities for practices (one regular season per year) will be charged a \$7 per participant surcharge for the season.

Activity	Roster Guideline (minimum players per team)	Regular Season	Practice length allotted
Youth Girls Inhouse Basketball (grades 1-12)	9	Fall (Sep-Nov)	Gr 1-4 = 1 hour/week Gr 5-12 = 2 hours/week
Youth Boys Inhouse Basketball (grades 1-12)	9	Winter (Dec-Feb)	Gr 1-4 = 1 hour/week Gr 5-12 = 2 hours/week
Youth Travel Basketball (grades 4-8)	9	Fall/Winter (Oct-Mar)	Gr 4-6 = 2 hours/week Gr 7 & 8 = 3 hours/week
Youth Inhouse Volleyball (grades K-8)	10	Fall (Sept-Nov)	Gr K-4 = 1 hour/week Gr 5-8 = 2 hours/week
Youth JO Volleyball (grades 3-12)	10	Winter/Spring (Dec-April)	2 grade levels of choice = 3 hrs/wk All other grade levels = 2 hrs/week
Youth Wrestling	n/a	Winter (Nov-Mar)	

Local youth athletic organizations requesting additional practice time during the above "regular" season will be charged a rate of 1/2 of Category I fees for additional gym use.

Local youth athletic organizations using outdoor school district facilities for seasonal practices will be charged a \$4 per player/participant surcharge for the season plus an assessment for actual costs of field maintenance, painting/marketing and porta-potties.

Athletic tournaments/events of an individual nature, such as swimming, wrestling and gymnastics in which 75% or more of the tournament participants are District 728 residents will be charged Category I rental fees.

Athletic tournaments/events requiring indoor facilities (i.e.: basketball, volleyball, etc.) or which an admission fee is charged or a concession is run, the following rental rates will be charged. Deposits or pre-payments of up to ½ of total rental cost may be required and will be non-refundable:

Locally sponsored, District event in which 75% or more of the tournament participants are District 728 residents	\$11/game/match
Locally sponsored, non-District event in which less than 50% of the tournament participants are District 728 residents	\$18/game/match
Organizations with a regional or statewide clientele	\$22/game/match
Non-local organizations	\$28/game/match

Fundraising activities by Booster Clubs and Parent Organizations will be charged regular Category I facility rental fees. Rental fees will be waived for one fundraising event per fiscal year (July 1 – June 30) sponsored by Booster Clubs and Parent Organizations. To qualify, the Club/Organization **must** be registered as a Non-Profit 501-C3 with all proceeds after expenses supporting specific ISD 728 athletics, academic or arts teams/clubs.

Athletic tournaments/events requiring outdoor facilities (i.e.: soccer, baseball, softball, etc.) for which an admission fee or team registration fee is charged, or a concession is run, the following rental rates will be charged. Deposits or pre-payments of up to one-half of total rental may be required and will be non-refundable:

Locally sponsored, District event in which 75% or more of the tournament participants are District 728 residents	\$7/game/match
Locally sponsored, non-District event in which less than 50% of the tournament participants are District 728 residents	\$10/game/match
Organizations with a regional or statewide clientele	\$12/game/match
Non-local organizations	\$15/game/match

All local non-school youth athletic organizations, non-seasonal, AAU, MYAS or other similarly affiliated teams meeting, practicing, or conducting camps or clinics beyond the local house and travel league seasons (i.e.: into the spring/summer for a winter sport) or scheduling facilities other than their regular practice/performance areas (i.e.: hockey/soccer in gyms) will be charged 1/2 of Category I fees.

Youth swim clubs serving District 728 youth (at 50% of participants reside in District #728) will be charged \$40/hour of pool use plus district lifeguard and/or building supervisor wages. During the swim season from September 1 through March 1 these groups will be charged 50% of this regular rate.

ERHS Little Theatre
Revised September 1, 2020

"Theatre", as referred to in this document, is the little theatre that is located in "C Building" at the east end of Elk River High School.

Priorities for Theatre Use:

Applications for the use of the Theatre will be processed and scheduled in the following order:

1. City of Elk River--any City function including meetings, forums, hearings, etc.
2. Elk River Community Theater or Arts Groups for performances.
3. Elk River non-profit organizations for performances.
4. Elk River for-profit organizations for performances.
5. ISD #728 for any purpose.
6. Elk River non-profit organizations for non-performance purposes.
7. Non-Elk River non-profit organizations for performance purposes.
8. Elk River for-profit organizations for non-performance purposes.
9. Non-Elk River for-profit organizations for performance purposes
10. Non-Elk River for-profit organizations for non-performance purposes.

An Elk River Organization is one with its primary physical location being within the City's boundaries. For entities without set physical locations, an organization will be considered an Elk River Organization if it certifies that at least 60% of its membership is comprised of Elk River residents (subject to potential confirmation).

The term non-profit includes entities that are believed to qualify for income tax exempt status; whether or not such status has officially been granted by the IRS or State of Minnesota. Religious organizations using the facility for prayer or worship will be charged Category I rental fees in the current I.S.D. #728 Facility Use Policy & Procedures.

Occasionally, activities planned by different groups may conflict and use of the Theatre may be denied. If conflict occurs, every effort will be made to find an alternate facility for the group that is denied access to the Theatre. Alternative space other than the theatre may be assigned at the discretion of the District #728 Facilities Coordinator dependent on the nature and attendance of planned activity.

How to Apply to Use Facilities:

See current "Facility Use Rates & Procedures" for instructions.

Liability:

See current "Facility Use Rates & Procedures" for information.

Cancellations:

See current "Facility Use Rates & Procedures" for information.

Rules & Guidelines for Use:

All rules & guidelines as itemized in the "Facility Use Rates & Procedures" apply to theatre use along with these additional guidelines:

- a. Additional areas required for events in the Theatre (i.e.: dressing rooms, etc.) will be assigned at the discretion of the District 728 Facilities Scheduler.
- b. Guideline for actual time in the performing spaces by community groups is as follows:
 - Full Theater Performance will have access to the stage/performance space beginning two Mondays prior to the first performances through the final performance. Set strike and removal of items must be completed within 24 hours of final performance.
 - Dance Recitals will have access to the stage/performance space beginning the Monday prior to the recital through the final performance. Removal of items by the group must be completed immediately after the recital.
 - As with other spaces with defined seasons, additional facility usage outside the defined season is available at a cost and can be arranged by the facility scheduler; space assigned may not necessarily be in the same building as the performance space.
- c. Groups must demonstrate to the Theatre Manager expertise in use of technical equipment, or the District reserves the right to assign a technical director or technical student worker to the event at the expense to the group.
- d. Any reconfiguration, wiring changes, or connections into the sound or lighting equipment with other equipment must be authorized and supervised by the Theatre Manager prior to work being done and comply with District #728 Health and Safety codes. All equipment must be returned to the "usual" positions.
- e. Prior to every performance, groups must announce to the audience the location of fire exits.
- f. Groups must comply with District Health & Safety codes as they apply to setwork and space modification.
- g. No food or drink is allowed in any part of the Little Theatre.
- h. After use, users are required to remove all equipment, possessions brought in, and dispose of debris within 24 hour of use. If a set has been constructed, the set strike must be complete within 48 hours of the final performance.

Fee for Theatre Use:

- a. Rental rates may apply to groups and activities as listed in the categories below.
- b. Groups using facilities may be responsible for staff costs:
 - **Custodial:** No charges for custodial coverage 6am-11pm Monday through Friday
Staff charges for custodial coverage on Saturdays/Sundays
 - **Building Supervisors:** Staff charges for building supervisors if scheduled
 - **Technical Directors and/or Student Workers:** Staff charges when assigned by the District.
- c. Additional fees will be charged for use of school district equipment and supplies. The reserves from these equipment/supply charges will be used to purchase replacement bulbs & supplies and contribute towards the maintenance of equipment.
- d. Rental of district equipment will be charged applicable MN State sales tax. Organizations that are tax exempt must have a copy of their tax exempt certificate on file with the facilities office before applicable taxes can be waived.
- e. Groups and individuals are responsible for the repair and/or replacement of damage, theft or loss to the premises resulting from their use. Upon completion of theater use, the Auditorium Manager will do a walkthrough of the space and notify user of any problems, repairs and/or replacements.

Rental Fees:

1. City of Elk River--any City function including meetings, forums, hearings, etc.
2. Elk River Community Theater or Arts Groups for performances.
3. Elk River non-profit organizations for performances.

Groups 1-3 will not be charged rental fees.

4. Elk River for-profit organizations for performances.

Group 4 will be charged Category I rental fees.

5. ISD #728 for any purpose.
6. Elk River non-profit organizations for non-performance purposes.

Groups 5 & 6 will not be charged rental fees.

7. Non-Elk River non-profit organizations for performance purposes.

Group 7 will be charged Category I rental fees.

8. Elk River for-profit organizations for non-performance purposes.
9. Non-Elk River for-profit organizations for performance purposes.
10. Non-Elk River for-profit organizations for non-performance purposes.

Groups 8-10 will be charged Category II rental fees.

Facility Use Fees

FACILITY DESCRIPTION	Category I		Category II	
	Hourly Rate < 4 hours	Hourly Rate 4+ hours	Hourly Rate < 4 hours	Hourly Rate 4+ hours
ELEMENTARY SCHOOLS & HANDKE CENTER				
Gymnasium				
1/2 gym (wall extended)	\$32	\$20	\$42	\$26
Full (wall stacked)	\$53	\$33	\$80	\$50
Cafeteria/Multipurpose Rm	\$26	\$17	\$34	\$21
Conference Room	\$32	\$20	\$39	\$24
Computer Lab	\$34		\$34	
Music Room	\$26	\$17	\$34	\$21
Media Center	\$26	\$17	\$34	\$21
Classroom	\$20	\$13	\$27	\$17
Kitchen	\$20	\$13	\$34	\$21
Hallway	\$22	\$14	\$34	\$21
Athletic Field	\$12		\$12	
SECONDARY SCHOOLS				
Gymnasium - Middle School				
Single Floor/Court	\$40	\$25	\$44	\$27
Gymnasium - High School				
Single Floor/Court	\$53	\$33	\$80	\$50
Gymnasium - Gymnastics	\$40	\$25	\$44	\$27
Gymnasium - Wrestling	\$40	\$25	\$44	\$27
Commons/Cafeteria	\$32	\$20	\$42	\$26
Music Room	\$26	\$17	\$34	\$21
Media Center	\$26	\$17	\$34	\$21
Classroom	\$26	\$17	\$34	\$21
Conference Room	\$32	\$20	\$39	\$24
Computer Lab	\$34		\$34	
Kitchen	\$20	\$13	\$39	\$24
Auditorium	\$66	\$42	\$166	\$104
Theater	\$34	\$21	\$83	\$53
Hallways	\$27	\$17	\$40	\$25
Concession Stand	\$20	\$13	\$39	\$24
Swimming Pool: practices for clubs (no lifeguard provided)	\$40		\$44	
Swimming Pool (Includes 1 lifeguard): 1-25 people	\$58		\$58	
Swimming Pool (Includes 2 lifeguards: 26-50 people	\$81		\$81	
Swimming Pool (Includes 3 lifeguards): 51-75 people	\$105		\$105	
Athletic Field	\$12		\$12	
Tennis Courts	\$12		\$12	

Facility Fees per Use or per Event

NON-HOURLY CHARGES (Category I and Category II)	
Stadium/Track (per event)	\$110
Time Reserved for Setup	50%
MISCELLANEOUS & EQUIPMENT	
Garbage Pickup	actual
Kitchen Supply Fee	\$22
Hallway Café Supply Fee	\$46
Outdoor Electrical Use	\$22
Energy (Heat or AC)	\$26
Building Supply Fee	\$34
Piano	\$17
Grand Piano	\$105
Microphone	\$8
Theatre/Auditorium Light System	\$15
Theatre/Auditorium Sound System	\$15
Auditorium Rigging System	\$15
TV/VCR/DVD	\$8
Pit cover removal & replacement	actual
Staging	\$28
Risers	\$28
Choir Shell	\$28
LCD Projector	\$34
Indoor Bleachers (per side)	\$34
Weekend Snow Removal	\$100/building
Sales Tax	as applicable