

Hourly Facility Rental Rates

Classifications (See p. 2 for classification descriptions)	Hourly Rates	Gymnasium			Cafeteria or Multipurpose			Classroom or Library	Auditorium (Stage Supervisor & Crew REQUIRED)	Kitchen (Food Service Worker REQUIRED)
		Elem	MS	HS	Elem	MS	HS	All		
I. School or Child-Related Groups or Other Government Agencies		No charge for facility use during normal custodial hours* of operation provided sufficient time is available for clean-up and security tasks								
II. Nonprofit Groups*	Regular Rate After Hours Weekends and Holidays	\$31 \$56 \$69	\$47 \$63 \$74	\$58 \$74 \$88	\$41 \$57 \$70	\$49 \$65 \$79	\$58 \$74 \$88	\$35 \$51 \$63	\$64 \$82 \$94	\$47 \$63 \$74
III. Commercial Enterprises	Regular Rate After hours Weekends and Holidays	\$58 \$74 \$88	\$64 \$82 \$94	\$77 \$94 \$105	\$58 \$74 \$88	\$64 \$82 \$94	\$70 \$88 \$99	\$38 \$54 \$65	\$83 \$99 \$111	\$58 \$74 \$88
Requirements <ol style="list-style-type: none"> 1. A \$5 per location Application Fee is due at time of request to schedule a use of a facility. 2. Regular hours available for use are M-F 5:00 p.m. to 9:30 p.m. (regular custodial hours) when school is in session. A minimum facility use charge of two hours is required when there is no custodial staff scheduled to be on regular duty. Contact SPS Event Services for summer hours of operation. 3. Open and Close Minimums: charged as follows. <ul style="list-style-type: none"> – a minimum of 30 min. prior to the access by the group will be billed for opening the building. – a minimum of 45 min. after the event will be billed for cleaning and securing the building. 4. A 30% deposit is required to reserve a venue – this deposit will be non-refundable within 30 days of the scheduled event. 5. The balance is due in full 10 days prior to the scheduled event. 					Other Fees <ol style="list-style-type: none"> 1. Each Additional Room will be billed at the appropriate hourly rate, up to a maximum of \$75 per day or the hourly rate; whichever is less. 2. Change Fee: \$5 each occurrence (after initial request) 3. Use of facilities beyond scheduled times will result in additional charges – please do not show up early or stay late unless you are willing to pay the additional costs. 4. 30% early termination fee on the balance of the contract. Cancellation fee not to exceed two months of scheduled facility usage. <p>After hours rates apply after 10:00 PM on school days and after 3:00 PM on non-student and summer days. Weekend rates apply from 12:00 AM Saturday through 12:00 AM Monday.</p>					

Equipment Fees:

CD Player.....	\$5.00 per day
Chairs / Music Stands	\$.10 each
Data Projector (where available)	\$25.00 per day
Extra Mic	\$5.00 per day
Fly System.....	\$25.00 per day
Gels/color filters	\$15.00 per day
Headset.....	\$15.00 per day
Overhead	\$5.00 per day
Piano (tuning extra)	\$35.00 per day
Podium	\$5.00 per day
Risers	\$5.00 section
Screen.....	\$5.00 per day
Sound System with 1 Wired Mic.....	\$15.00 per day
Tables	\$1.00 each
TV / VCR / DVD.....	\$15.00 per day
Wireless Mic.....	\$20.00 per day

Gym Fees:

Tarp Gym Floor	\$175 / 218 / 262 per event (requires 4 hours of additional custodial for removal: 2 x 2 hours)
Bleachers	\$25.00 per side used
Volleyball Nets	\$5.00 per day
Mats	\$10.00 per day
Scoreboard	\$10.00 per day
Scoreboard Operator (required)	\$15.00 per hour
Scoreboard Operator Supervisor (required)	\$34.00 per hour each
Score Clock	\$25.00 per day
Score Tables	\$5.00

Auditorium Fees:

Stage Crew (each person).....	\$15.00 per hr.
Stage Crew Supervisor	\$34.00 per hr.
Stage Lighting or Sound System.....	\$15.00 per day
Monitor.....	\$15.00 per day

Staff Support Hourly Rates:

Custodial After Hours.....	\$47.00 per hr.
Custodial Weekends	\$63.00 per hr.
Nutrition Services (Kitchens).....	\$46.00 per hr.
Technology	\$55.00 per hr.

Security:

Must be provided by an SPS approved provider at user expense.

Classification Descriptions	Examples of groups in classification
Class I Organizations - School or Child-related Groups or Other Government Agencies	
<ul style="list-style-type: none"> School-related groups and organizations 	School clubs, dances, intramural sports, after school programs, plays, musicals, meetings PTA, PTO, PTG, Booster Clubs
<ul style="list-style-type: none"> Chartered youth groups 	Boy Scouts, Girl Scouts, Camp Fire, 4, youth commissions, youth support groups
<ul style="list-style-type: none"> Joint use organizations who have Joint Use Agreements with the District 	City of Spokane Parks and Recreation Department, Community Colleges of Spokane, YMCA
<ul style="list-style-type: none"> Other school district groups 	
<ul style="list-style-type: none"> Community organization meetings 	Meetings and special events
<ul style="list-style-type: none"> Community education activities and civic and service organizations 	Neighborhood or citizen concern groups, political caucuses
<ul style="list-style-type: none"> Community Groups Sponsoring fundraising activities that directly benefit the schools or district students 	Government sponsored and other free education events, Neighborhood Block Watch, McGruff Community development groups
<ul style="list-style-type: none"> 	
Class II Organizations– Nonprofit Groups	
<ul style="list-style-type: none"> College classes and activities 	Evening degree programs
<ul style="list-style-type: none"> City, county and state agencies 	
<ul style="list-style-type: none"> Non-profit organizations conducting non-charitable fund raising events 	
<ul style="list-style-type: none"> Authorized youth sports leagues 	
<ul style="list-style-type: none"> Authorized adult recreational clubs and teams 	City recreational leagues
<ul style="list-style-type: none"> Non-profit organizations, civic and service groups who do not provide direct support to or service to children and non-profit organizations conducting non-charitable fund raising activities 	Local sports club fundraising events
<ul style="list-style-type: none"> *SPS Staff members 	SPS full-time employees. Staff members coaching or having a child on a team receive 60% discount – limited to Regular Hourly Rate
Class III – Commercial Enterprises	
<ul style="list-style-type: none"> Non-District fee based events 	Recitals, lectures, sports and musical entertainment
<ul style="list-style-type: none"> Profit-making activities 	Financial seminars, sales organization meeting
<ul style="list-style-type: none"> Religious organizations 	For religious Sabbath services or other church-related activities