

COMMUNITY USE OF SCHOOL FACILITIES – Policy 905.1/905.1E1

APPLICATION FOR BUILDING/EQUIPMENT UTILIZATION AGWSR SCHOOL DISTRICT

APPLICANT: _____
(Organization/Individual)

DATE(S) REQUESTED: _____ TIME: From: _____ To: _____

PURPOSE: _____

WHICH BUILDING (circle one): High School, Wellsburg, Ackley Elementary:

<input type="checkbox"/> Gym	<input type="checkbox"/> Outdoor Concessions	<input type="checkbox"/> Conference Room
<input type="checkbox"/> Little Gym (MS bldg.)	<input type="checkbox"/> Indoor Concessions	<input type="checkbox"/> Classroom
<input type="checkbox"/> Football Field	<input type="checkbox"/> Cafeteria	<input type="checkbox"/> Library
<input type="checkbox"/> Softball Diamond	<input type="checkbox"/> Kitchen	<input type="checkbox"/>
<input type="checkbox"/> Baseball Diamond	<input type="checkbox"/> Commons	<input type="checkbox"/> Other (_____)

EQUIPMENT REQUESTED: _____

WILL AN ADMISSION FEE BE CHARGED? ☐ YES ☐ NO

Return Approved Form to:

NAME: _____ PHONE: _____

o ADDRESS: _____ C/S/Z _____

o EMAIL ADDRESS: _____

**The undersigned agrees to abide by all policies, rules, and regulations of the AGWSR School District governing the use of building and grounds as well as to see that the facilities are not misused or abused and that there is adequate adult supervision at all times. Further, the User agrees to take on all liability during the use of the building and grounds and will reimburse the cost for any damages to District property that occurs during its occupation. The District reserves the right to change or reschedule usage or space at its discretion.*

Signature of Representative

Date

Approved: ☐ Yes ☐ No

Cost to use \$ _____

Principal Approved: _____

Superintendent Approved: _____

**COMMUNITY USE OF SCHOOL DISTRICT FACILITIES FEES
FOR SCHOOL DISTRICT FACILITIES USE**

There will be no fee for school-sponsored programs using school district facilities or school property. Typically, no fee will be assessed for non-sectarian youth education programs or youth recreation programs sponsored by community organizations or governmental entities, unless held in a school district building during a time when custodians are not on duty.

An AGWSR staff member assigned by the superintendent, principal, or appropriate supervisor is required to be at the site for any event held in district buildings.

Fees for other entities will be based according to the following schedule:

Location (High School)

Rate Per Hour

Commons	\$25
Kitchen	\$10
Kitchen & Appliances	\$30
Gymnasium	\$25
Library	\$12.50
Classroom	\$25
Athletic Fields	\$20

Location (Wellsburg Attendance Center)

Rate Per Hour

Cafeteria	\$25
Kitchen	\$10
Kitchen & Appliances	\$30
Large Gymnasium	\$25
Small Gymnasium	\$20
Library	\$12.50
Classroom	\$25
Athletic Fields	\$20

Location(Ackley Attendance Center (Elem Bldg))

Rate Per Hour

Kitchen	\$10
Kitchen & Appliances	\$30
Gymnasium	\$25
Classroom	\$25

Equipment Rental

Rate Per Hour

The Superintendent of Schools must approve any exception to this fee schedule. In addition to paying the above fees, each entity must make arrangements with the school district to have adequate custodial and supervisory services. Building will not be available unless a contract is signed by the entity and the school district well in advance of scheduled usage.