



Region #17 Application for Use of School Facilities

All approvals are subject to fees listed below

Organization:			
Contact Name:		Phone Number:	
Address:			
School Reserving:		Number of Hours:	
Activity Date(s) Requested:		Activity Time Requested:	
Activity Description:			

Fee Schedule - Please circle the facility and rates requested		
	Non-Profit (per hour)	For-Profit (per hour)
Classrooms	\$0.00	\$35.00
Cafeteria - Elementary	\$0.00	\$75.00
Cafeteria - HKHS/HKIMS	\$0.00	\$75.00
Field House - HKHS	\$0.00	\$100.00
Gymnasium - Elementary	\$0.00	\$50.00
Gymnasium - HKHS/HKIMS	\$0.00	\$75.00
Media Center	\$0.00	\$50.00
Auditorium - HKHS/HKIMS	\$0.00	\$100.00
Athletic Fields	\$0.00	\$100.00
Tennis Court	\$0.00	\$50.00
Pool - HKHS	\$0.00	\$75.00

Custodial Fees:

- An hourly fee of \$50 per hour will be charged for school custodial services with a 2-hour minimum.
- Holiday Hours: An hourly fee of \$60 per hour will be charged for school custodial services with a 2-hour minimum.

Technology(A/V) Fees (if applicable):

- An hourly fee of \$75 per hour will be charged for school technology(A/V) services with a 2-hour minimum.

Kitchen Fees (if applicable):

- If RSD #17 kitchens are used, they **MUST** be staffed by an RSD #17 Food Service employee with an hourly fee of \$50 per hour with a 2-hour minimum.

I have received and read Regional School District 17 Board of Education Policy #1330 and I agree to fulfill my responsibilities and obligations in accordance with said policy.

Applicant: _____ Date: _____
 Building Administrator: _____ Date: _____
 Director of Operations: _____ Date: _____

Make checks payable to Regional School District #17 at application. A 50% deposit **MUST** be made 14 days in advance.

Proof of Insurance **MUST** be provided at application!