

The following fee structure is intended to address use of school facilities by non-school groups or organizations. School sponsored activities shall not require fees except for cases in which organizations have not met clean-up requirements and must be assessed a custodial fee or in which additional cafeteria or custodial personnel are needed.

I. FEES FOR NON-SCHOOL SPONSORED ACTIVITIES

- A. Single-day event up to three hours in one day. Twenty Five (\$25.00) dollars, custodial fee included.**
- B. Multi-day event or extended single-day event (over three hours). Fifty (\$50.00) dollars, plus twenty (\$20.00) dollars custodial fee per event.**
- C. All fees are to be paid when completing the form requesting use of the facility. If for any reason the reserved facility is not used, fees shall be refunded in full.**

II. SCHOOL PERSONNEL USE

Individual school personnel may, upon prior approval by the person responsible for that particular building and provided there is no additional utility usage or additional custodial needs, utilize school facilities without charge. Failure of any employee to adhere to all applicable guidelines for use of school facilities shall result in the forfeiture of such employee's right to use school facilities without charge.

III. CITY, COUNTY AND OTHER GOVERNMENT ENTITIES

Said entities may, subject to scheduling with the building principal, use school facilities without charge provided a reciprocity agreement is in effect relevant to school use of their facilities.

IV. USE OF SCHOOL FACILITIES FOR EDUCATIONAL PURPOSES

When institutions other than Lordsburg Municipal Schools use school facilities for educational purposes, they may be scheduled with the building principal at no cost to the institution.