

## Box Elder School District Rental Fees and Information

A 501c3 or tax-exempt number may be required from those renting on the non-profit schedule. Municipal entities will be charged the non-profit rate unless special agreements have been approved by the respective governing bodies.

### Scheduling

After a school calendar is established, rental requests may be taken by the school. If two or more groups request the same date the selection process will be done by a random drawing on a date established by the school. (2017)

If district personnel volunteer for supervision the supervision rates may be waived at the discretion of the principal. An hourly non-exempt employee whose work involves supervision may not volunteer.

1. A deposit sufficient to cover estimated cost of rental must be paid in advance. The facility will not be scheduled until this deposit is received.
2. Rental charges will be assessed during all hours that any participants of the rental group are in the building.
  - Other fees will be charged, according to the adopted schedule, as applicable.
  - District employees are not responsible for the supervision of participants or spectators. The contracted party is responsible for such supervision.
  - Minimum rental will be one (1) hour and will increase in half-hour increments.
3. Non-Civic Center and Commercial renters **WILL** provide liability insurance.
4. Rental of outdoor facilities will be subject to mowing, watering and general care schedules.
5. Special equipment, such as computer labs or sound and light booths must be operated by district technicians and are available only under special arrangements.
6. Reservations may be cancelled or altered if, in the opinion of the principal, it becomes necessary to do so to protect the best interests of the district.
7. In the event of damages to any part of the facilities and/or properties belonging to Box Elder School District, additional charges will be billed to the responsible party.
8. Renter understands and agrees that the use of the school district property or building is subject to restrictions imposed by state law, regulation and district policy. Renter will familiarize itself with and abide by all state laws, regulations and school district policies, including but not limited to, not allowing the use or possession of alcohol or drugs; not allowing the use or possession of fireworks; and not allowing weapons of any sort on school grounds or in school buildings. In addition, the renter should be aware of the effect its activities have on neighbors of the school district and should provide proper supervision for its activities, ensure its patrons understand where parking is allowed and where it is prohibited, and show respect for the property of surrounding landowners.

**Non-Profit Rates:** Non-profit rates apply to other governmental entities, universities, churches, service clubs or class reunions. Admissions may not be charged except in the case of local service clubs, which are charging admission but are using a sizeable portion of the profit to benefit students of the district. Other groups that are holding other free admission activities, such as tournaments, that benefit students of local patrons may also qualify for the non-profit rate. Locally owned and operated (Box Elder County) baton, dance, singing, piano, and other such instructional entities, whose students are also students of the Box Elder School District, may rent **twice** per calendar year at the noncommercial rate for recitals, performances, or similar programs involving the students. Brigham City and Tremonton have contracts for building rent for \$20 per hour for their recreation programs, with an agreement that they will supervise and clean up.

At the discretion of the principal, other local teams with students may rent at the city contract rate if it does not require extra supervision or if an exempt employee volunteers to supervise. Employees may rent facilities they work in for non-profit personal or family functions at the city contract rate without supervision costs with the principal's approval. This excludes specialty areas such as kitchens, pools and stages.

**Commercial Rates:** Commercial rates apply to groups that charge admission and/or are attempting to realize a profit, either directly or indirectly, from the use of district facilities. Examples are dancing, singing, or baton schools, piano recitals, clubs, businesses or churches, whose primary aim is to recruit, advertise, or realize financial gain. The commercial classification also applies to any group sponsoring a fundraising effort in which a sizable portion of the profit will be paid to a performing group and/or retained by the contracting party.

**Liability Insurance:** In cases where the rental qualifies as a Civic Center (UCA. § 53G-7-209, 210) and involves activities with little or no risk of bodily harm, the liability insurance will be waived. Examples are meetings, classroom lectures, and piano recitals. Renters using the gym, showers, swimming pool, kitchen area, and the auditorium may want to consider liability insurance for their own protection. Liability insurance will be verified and documented in all cases where such insurance is required.

Adopted September 1989  
Amended April 1991  
Amended February 1995  
Amended July 2003  
Amended November 2009  
Amended May 2014 with Civic Center Law  
Amended March 2018

**UCA 53G-7-209, 210 & 63G-7g301(5) - Permit Immunity for Use of Schools** This law which became effective May 13, 2014 grants governmental immunity to schools when they "permit" use of their school/grounds to non-commercial groups/individuals. The rental agreement constitutes a permit and allows the district to waive liability insurance requirements for non-profit use.

# BOX ELDER SCHOOL DISTRICT

## BUILDING RENTAL SCHEDULE

Effective March 14, 2018

Facilities Charges	Non-Profit	Commercial
Athletic Field w/lights	\$ 35.00	\$ 80.00
Athletic Field w/o lights	\$ 25.00	\$ 50.00
Auditorium - High School	\$ 45.00	\$ 115.00
Auditorium - Middle School	\$ 35.00	\$ 65.00
Classrooms - each	\$ 15.00	\$ 30.00
Commons	\$ 25.00	\$ 50.00
Computer Lab	\$ 25.00	\$ 50.00
Courtyard	\$ 15.00	\$ 30.00
Dining Area Only	\$ 25.00	\$ 50.00
Gym & Showers	\$ 35.00	\$ 80.00
Kitchen & Dining Area	\$ 35.00	\$ 80.00
Media Center	\$ 25.00	\$ 50.00
Multi-Purpose Room	\$ 25.00	\$ 50.00
Natatorium Gym & Showers	\$ 35.00	\$ 65.00
Small Theater	\$ 15.00	\$ 30.00
Swimming Pool & Showers	\$ 35.00	\$ 65.00
Unfenced - Unsupervised Field	\$ 10.00	\$ 20.00
Contract/Competitive/Employee	\$ 10.00	-----
<b>Additional Hourly Charges</b>		
Additional Facilities Supervision	\$ 35.00	\$ 80.00
Kitchen Supervision	\$ 25.00	\$ 50.00
Lifeguard	\$ 15.00	\$ 30.00
Setup/Clean up	\$ 35.00	\$ 80.00
Student Technicians	\$ 15.00	\$ 25.00
Technicians	\$ 35.00	\$ 80.00
<b>Standard Charges</b>		
Concession Fee	\$ 50.00	\$ 50.00
Contract Fee*	\$ 25.00	\$ 25.00

\*Contract fee is optional

Approved by the Board of Education - March 14, 2018