

Dubuque Community School District
Facility Rental Fee Schedule for 2022 – 2023

Approved by the Board of Education on March 14, 2022

1. A permit fee will be charged for each Facilities Contract issued to Classes II and III.
 - a. 1 event fee will be \$50.00
 - b. 2-10 event fee will be \$100.00
 - c. 11-20 event fee will be \$200.00
 - d. 21 + event fee will be \$400.00
2. In addition to rental fees listed in the following schedules, the District will assess additional costs for custodial, food and nutrition, refuse disposal, and/or repair and maintenance services, etc.

	Class II	Class III	Change from 2021-2022
Classrooms	NC	\$25.00	+ \$5
Computer Labs Will require staff supervision; costs assessed	NC	\$65.00 Per hour, plus staff costs	+ \$5
Gymnasiums – High Schools			
Hempstead – Moody	NC	\$140.00	+ \$15
Hempstead – North Gym	NC	\$140.00	+ \$15
Senior – Lower Gym	NC	\$140.00	+ \$15
Senior – Nora Gym	NC	\$140.00 Per hour	+ \$15
Gymnasiums – Middle Schools			
Roosevelt	NC	\$140.00	+ \$15
Jefferson	NC	\$85.00	+ \$10
Washington	NC	\$85.00 Per hour	+ \$10
Gymnasiums – Elementary Schools			
<u>Large Gyms</u>			
Carver	NC	\$140.00	+ \$15
Kennedy	NC	\$140.00	+ \$15
Prescott	NC	\$140.00	+ \$15
Table Mound	NC	\$140.00 Per hour	+ \$15
<u>Small Gyms</u>			
Audubon	NC	\$85.00	+ \$10
Kennedy	NC	\$85.00	+ \$10
Sageville	NC	\$85.00	+ \$10
Table Mound	NC	\$85.00 Per hour	+ \$10
Bryant, Eisenhower, Fulton, Hoover, Irving, Lincoln, and Marshall	NC	\$55.00 Per hour	+ \$5
Auditoriums			
Hempstead/Senior/Jefferson/Roosevelt/Washington Rehearsal	NC	\$125.00 for 2 hours 2 hour minimum rental	+ \$5
Event/Performance	NC	\$400.00 for 2 hours 2 hour minimum rental \$75.00 for each additional hour	+ \$15
Grand Piano	NC	\$100.00 Per event	No change

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Fee schedule, continued

	Class II	Class III	Change from 2021-2022
Aquatic Center	NC	\$150.00 Per hour	No change
Aquatic Center Timing System	NC	\$125.00 per day 1 day minimum rental	No change
Commons/Cafeteria Hempstead/Senior	NC	\$40.00 Per hour	+ \$5
Wrestling Room Hempstead/Senior	NC	\$40.00 Per hour	+ \$5
Fitness Center Hempstead/Senior	NC	\$40.00 Per hour	+ \$5
Tennis Courts Hempstead/Senior	NC	\$40.00 Per hour	+ \$5
Outdoor Field Areas Hempstead/Senior (Baseball/Football/Softball/Soccer) (Does not include Dalzell Field)	NC	\$40.00 Per hour	+ \$5
Outdoor Field Areas Middle Schools (Baseball/Football/Softball/Soccer)	NC	\$40.00 Per hour	+ \$5
Outdoor Field Areas Elementary Schools (Baseball/Football/Softball/Soccer)	NC	\$40.00 Per hour	+ \$5
Parking Lots Hempstead/Senior	NC	\$125.00 Per 8 hours	+ \$10
Parking Lots Middle Schools	NC	\$125.00 Per 8 hours	+ \$10
Parking Lots Elementary Schools	NC	\$125.00 Per 8 hours	+ \$10
Dalzell Field			
Football Field/Track	\$355.00 for 4 hours 4 hour minimum rental \$75.00 for each additional hour	\$575.00 for 4 hours 4 hour minimum rental \$100.00 for each additional hour	+ \$25
Lights	\$65.00 Per hour	\$70.00 Per hour	+ \$5
Scoreboard	\$35.00 Per hour	\$45.00 Per hour	+ \$5
Team Room/Officials Side 1	\$240.00	\$240.00	+ \$15
Team Room/Officials Side 2	\$240.00	\$240.00	+ \$15
Hempstead			
Football Field/Track	\$300.00 for 4 hours 4 hour minimum rental \$75.00 for each additional hour	\$465.00 for 4 hours 4 hour minimum rental \$100.00 for each additional hour	+ \$25

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Activity Classifications

Persons or groups using the facilities will be classified as I, II, or III with Class I having the highest priority for use. The District Facilities Scheduler will determine the classification of each request for use of a facility based upon criteria outlined below.

The classification of the person or group will be determined by the person's or group's non-profit status, and/or the purpose for the rental, and/or the nature of the activity. The following classification criteria, listed in priority order, should be followed for the use of all District facilities.

Class I – School District and District-Sponsored Activities

- Facilities Contract not required; no rental fee
- Regular classroom activities
- School-sponsored activities for students (clubs, athletics, intramurals)
- School-sponsored activities for parents (plays, open houses)
- School-related groups and organizations (booster clubs, parent-teacher or employee meetings)
- School- and District-sponsored activities for District staff (training sessions and wellness)

Class II – Governmental Agencies, Educational Institutions, Non-profit Organizations, Civic and Service Groups (no admission fee charged)

- Facilities Contract and application fee required; rental fee (based on Facility Rental Fee Schedule); additional costs i.e. custodial, supervision, etc. assessed
- For purposes of determining eligibility, verification of an individual's affiliation with non-profit organization must be provided. Verification will be valid through June 30. The non-profit organization is responsible for all unpaid fees incurred by individuals affiliated with the non-profit organization.
- No fund-raising activities allowed

Class III – Governmental Agencies, Educational Institutions, Non-profit Organizations, Civic and Service Groups (admission fee charged), and all others

- Facilities Contract and application fee required; rental fee (based on Facility Rental Fee Schedule); additional costs i.e. custodial, supervision, etc. assessed