

FEE SCHEDULE
NORWICH PUBLIC SCHOOLS

2021-2022

Use of facility fees will be charged to organizations in accordance with Policy 1330(a).

| <u>Room Rental Fees:</u> | Group A (Norwich Non-Profit) | Group B (Out of Town Organizations, For Profit Organizations) |
|---------------------------------|--|--|
| Classroom(s) | No Rental Fee | \$38.50 per hour |
| Library Media Center | No Rental Fee | \$38.50 per hour |
| Community Rooms* (no food) | No Rental Fee | \$38.50 per hour |
| Cafeteria | No Rental Fee | \$44.90 per hour |
| Kitchen | No Rental Fee* | \$38.50 per hour |
| Gymnasium | No Rental Fee | \$38.50 per hour |
| Auditorium** | No Rental Fee | \$192.50 per hour |
| Auditorium (rehearsals)** | No Rental Fee | \$64.15 per hour (weeknights) |
| Auditorium (rehearsals) | No Rental Fee | \$192.50 per hour (weekend) |

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|-------------------------------|--|------------------------|
| <u>Maintenance Fee</u> | \$38.50 weekday | \$38.50 / hr. weekdays |
| | \$47.50 /hr. weekend | \$47.50 / hr. weekend |
| | 1 additional hour for clean-up will be charged for rentals | |

***Kitchen Staff** required for kitchen rentals \$25.00 per hour from setup to cleanup.

****Technicians** \$50.00 per hour/per technician (3 hour minimum) Video recorded events will usually require two technicians for the event. All prep work, rehearsal work and closing work will be billed \$50.00 per hour also – generally only requiring one technician for these activities.

Any individual or organization that contracts to rent the Kelly Middle School auditorium must provide their own computer and operator when their program includes: Power Point presentations, video programs or down loaded music. The control room operator will only play commercially produced DVD and CD disc on auditorium equipment.

(Disclaimer: We will make every effort to insure the events run smoothly and to prep all technical equipment prior to events. Norwich Public Schools will be held harmless from any unforeseen outages or technical difficulties.)

The Superintendent or his/her designee has the authority to waive the auditorium rental fee for Group A, with proof of extenuating circumstances.

Police coverage (if necessary) must be arranged directly by the Grantee and proof of coverage must be shown to Norwich Public Schools.

The school district reserves the right to authorize the number of police, fire, custodians or other safety personnel required for each activity. No food or drink is allowed in the auditorium at any time. Door monitors will be provided by the Grantee and are expected to enforce this at all times. Staff fees increase annually based on negotiated contracts and rental fees will be addressed on an as needed basis. **All rentals must be paid for in advance of rental dates, cash or money order only please.**