



Fee Structure for Profit (P)	
Camps, Clinics, Dance Recitals, Pageants, Family Events	
Contact Community Schools to determine your user group category. Phone: 919-850-1924, Fax: 919-850-8981, Website: cs.wcpss.net	
INSIDE FACILITIES FEES	
Minimum two hour usage per space, per day, continuous time	
Space	Fees Per Hour
Auditorium	\$ 80.00
Band Room (only)	\$ 30.00
Band Room w/auditorium	\$ 21.00
Cafeteria (kitchen not available)	\$ 60.00
Choral Room (only)	\$ 30.00
Choral Room w/auditorium	\$ 21.00
Classroom (only) Charge covers utility usage minimums	\$ 30.00
Classroom Minimum space rental requirements apply	\$ 17.00
Computer Lab (not available)	N/A
Concessions (only)	\$30.00
Concessions w/auditorium or gym	\$17.00
Dance Room (only)	\$ 30.00
Dance Room w/auditorium	\$ 21.00
Gym (no locker room)	\$100.00
Locker Room – only (each)	\$ 30.00
Locker Room w/gym (each)	\$17.00
Media Center (not available)	N/A
Multi-Purpose Room/meetings	\$ 50.00
Multi-Purpose Room/sports	\$ 50.00
Restroom – only (each)	\$17.00

Fees Effective: March 19, 2002
Document Revised: February 1, 2007

OTHER FEES:

- Processing fee is \$35.00
- Change fee is \$35.00 each
- Invoicing fee is \$35.00 per invoice
- Late fee is \$35.00 or 10% of invoice, whichever is greater
- Operations fee is \$35.00 per day (utilities) for weekends, holidays, or when school is not scheduled
- Staff fees (Facility Supervisor, Custodian, and Staff Technician) for all user groups, including WCPSS, are \$20.00 per hour per person
- Student Technician fee, if available, is \$10.00 per hour
- Equipment fees – See Equipment fee structure
- Cancellation Policy: Event must be cancelled 15 business days prior to event date or full payment is due



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OUTSIDE FACILITIES FEES	
Minimum two hour usage per space, per day, continuous time **Field Maintenance In-Kind Request Form is required to be considered for in-kind rate	
Space	Fees Per Hour
Baseball Field	\$25.00/hr + maintenance** OR \$85.00
Concessions	\$36.66
Field Lights (also listed on Equipment List)	\$30.00
Football Field (only) – High School	\$30/hr + maintenance** OR \$140.00
Football Field Stadium – High School (w/restrooms/concessions/press box- press box does not incl. equip)	\$130.00 + maintenance** OR \$500.00
Football Field - Middle School	\$25.00/hr + maintenance** OR \$55.00
Locker Room (each)	\$30.00
Multi-Purpose Field	\$25.00/hr + maintenance** OR \$55.00
Parking Lot (only)	\$350.00/day
Open Play Area - Elementary	\$30.00
Playground - Elementary	\$30.00
Press box	\$36.66
Restroom (each)	\$36.66
Softball Field	\$25.00/hr + maintenance** OR \$85.00
Soccer Field	\$25.00/hr + maintenance** OR \$55.00
Tennis Court (each)	\$ 7.00
Track	\$60.00

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- Staff fees (Facility Supervisor, Custodian, and Staff Technician) for all user groups, including WCPSS, are \$20.00 per hour per person
- Student Technician fee, if available, is \$10.00 per hour
- Equipment fees – See Equipment fee structure
- Cancellation Policy: Event must be cancelled 15 business days prior to event date or full payment is due
- **Field Maintenance In-Kind Request Form is required to be considered for in-kind rate