

**Lawrence Public Schools
Lawrence, Massachusetts**

Facility Rental Rates and Fees – Effective July 1, 2011

For all rentals, there is a \$50.00 non-refundable application fee due when the application for rental is submitted. This \$50.00 fee will be deducted from the final rental costs when the application is processed and approved by School Committee.

All Rates and fees are approved annually by School Committee. All rates are per hour and the hour begins at the actual time of arrival and ends at the actual time of departure. All fees are required and no fees will be waived.

General School Facilities

General school facilities include the use of any or the following spaces: auditorium, classrooms, gymnasium, cafeteria, kitchens, libraries, etc. in any of our school.

Rates and fees do not include the following: Firefighter Coverage required by City Ordinance or Police Coverage required based on occupancy or additional AV or lighting equipment.

Lawrence-based Groups and Organizations:

Facility and Equipment	Non-Profit Organization	For-Profit Organization
Facility Usage	\$75.00	\$115.00
Technicians (AV equipment and lighting)	\$30.00	\$30.00
Nutrition Services Personnel *	\$25.00	\$25.00
Safety Officers **	\$30.00	\$30.00
Custodial Services (per person Mon.-Sat.)**	\$30.00	\$30.00
Custodial Services (per person Sun. & Holidays)***	\$45.00	\$45.00

Other Groups and Organizations:

Facility and Equipment	Non-Profit Organization	For-Profit Organization
Facility Usage	\$95.00	\$135.00
Technicians (AV equipment and lighting)	\$30.00	\$30.00
Nutrition Services Personnel *	\$25.00	\$25.00
Safety Officers **	\$30.00	\$30.00
Custodial Services (per person Mon.-Sat.)**	\$30.00	\$30.00
Custodial Services (per person Sun. & Holidays)***	\$45.00	\$45.00

*Nutrition Services Personnel required if rental includes use of cafeteria/kitchen equipment.

** Number of Facilities Personnel based upon estimated audience size.

*** Rate quoted is for time and a half for Sundays and Holidays.

Performing Arts Center

Rates and fees do not include the following: Firefighter Coverage required by City Ordinance, based on occupancy; Parking Lot Attendants; Ticket printing; Ticket sales; Ushers; Additional stage lighting; Additional sound equipment; Pianos; or Special effects.

Lawrence-based Groups and Organizations:

Facility and Equipment	Non-Profit Organization	For-Profit Organization
PAC (<i>performance</i>) including the above	\$130.00	\$180.00
PAC (<i>rehearsal</i>)	\$35.00	\$50.00
Dressing Room (per room)	\$25.00	\$35.00
Chorus Room	\$55.00	\$70.00
Additional Bathrooms	\$15.00	\$25.00
Consultation/Planning with Technical Director	\$60.00	\$60.00
Technical Director	\$45.00	\$45.00
Technicians (AV equipment and lighting)	\$30.00	\$30.00
Setup / Stage Preparations	\$75.00	\$100.00
Stage Hands (per person)*	\$20.00	\$20.00
Safety Officers **	\$30.00	\$30.00
Custodial Services (per person Mon.-Sat.)**	\$30.00	\$30.00
Custodial Services (per person Sun. & Holidays)**	\$45.00	\$45.00

Other Groups and Organizations:

Facility and Equipment	Non-Profit Organization	For-Profit Organization
PAC (<i>performance</i>) including the above	\$150.00	\$200.00
PAC (<i>rehearsal</i>)	\$45.00	\$60.00
Dressing Room (per room)	\$35.00	\$45.00
Chorus Room	\$75.00	\$90.00
Additional Bathrooms	\$25.00	\$35.00
Consultation/Planning with Technical Director	\$60.00	\$60.00
Technical Director	\$45.00	\$45.00
Technicians (AV equipment and lighting)	\$30.00	\$30.00
Setup / Stage Preparations	\$80.00	\$110.00
Stage Hands (per person)*	\$20.00	\$20.00
Safety Officers **	\$30.00	\$30.00
Custodial Services (per person Mon.-Sat.)**	\$30.00	\$30.00
Custodial Services (per person Sun. & Holidays)***	\$45.00	\$45.00

Rate for Piano use is \$100/day.

*Crew charge will be 1.5 times hourly rate after eight hours in one day.

** Number of Facilities Personnel based upon estimated audience size.

*** Rate quoted is for time and a half for Sundays and Holidays.

Approve by School Committee: June 23, 2011