

SOMERSET BERKLEY REGIONAL SCHOOL DISTRICT BUILDING USE FEES

Space Rented	School or Municipal Group Class I		* In District Non Profit Group Class II - 501(c)(3) Form is Required		* In District For Profit Group Class III		Outside Group For Non Profit Group Class IV - 501(c)(3) Form is Required		Outside Group For Profit Group Class V	
	Hourly Rate	Minimum Charge	Hourly Rate	Minimum Charge	Hourly Rate	Minimum Charge	Hourly Rate	Minimum Charge	Hourly Rate	Minimum Charge
Custodial Fee (in addition to rental fee)**	No Charge	N/A	\$ 45.00	\$ 135.00	\$ 45.00	\$ 135.00	\$ 45.00	\$ 135.00	\$ 45.00	\$ 135.00
Event Supervisor (in addition to rental fee)	No Charge	N/A	\$ 30.00	\$ 60.00	\$ 30.00	\$ 60.00	\$ 30.00	\$ 60.00	\$ 30.00	\$ 60.00
Operators (for Performing Arts Center)(in addition to rental fee) ^^	No Charge	N/A	\$ 50.00	\$ 100.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 100.00
Cafeteria Fee (in addition to rental fee)^^^	No Charge	N/A	\$ 25.00	\$ 50.00	\$ 25.00	\$ 50.00	\$ 25.00	\$ 50.00	\$ 25.00	\$ 50.00
Administrative Fee (Non-Refundable flat fee)	No Charge	N/A	No Charge	N/A	\$ 15.00	N/A	\$ 25.00	N/A	\$ 30.00	N/A
Classrooms	No Charge	N/A	No Charge	N/A	\$ 35.00	\$ 70.00	\$ 65.00	\$ 130.00	\$ 75.00	\$ 150.00
Student Dining Center without Kitchen	No Charge	N/A	No Charge	N/A	\$ 50.00	\$ 100.00	\$ 80.00	\$ 160.00	\$ 100.00	\$ 200.00
Student Dining Center with Kitchen	No Charge	N/A	No Charge	N/A	\$ 70.00	\$ 140.00	\$ 120.00	\$ 240.00	\$ 140.00	\$ 280.00
Gymnasium	No Charge	N/A	No Charge	N/A	\$ 100.00	\$ 200.00	\$ 150.00	\$ 300.00	\$ 200.00	\$ 400.00
Performing Arts Center	No Charge	N/A	No Charge	N/A	\$ 125.00	\$ 250.00	\$ 200.00	\$ 400.00	\$ 250.00	\$ 500.00
Distance Learning Center	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Library	No Charge	N/A	No Charge	N/A	\$ 50.00	\$ 100.00	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00
Music Room	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Art Gallery	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Turf Stadium without Lights	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 125.00	\$ 250.00	\$ 150.00	\$ 300.00
Turf Stadium with Lights	No Charge	N/A	No Charge	N/A	\$ 100.00	\$ 200.00	\$ 150.00	\$ 300.00	\$ 200.00	\$ 400.00
Concession Stand	No Charge	N/A	No Charge	N/A	\$ 20.00	\$ 40.00	\$ 25.00	\$ 50.00	\$ 40.00	\$ 80.00
Locker Rooms	No Charge	N/A	No Charge	N/A	\$ 35.00	\$ 75.00	\$ 65.00	\$ 130.00	\$ 75.00	\$ 150.00
Soccer Fields	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Baseball Fields	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Softball Fields	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Tennis Courts	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Outdoor Track	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00
Indoor Track	No Charge	N/A	No Charge	N/A	\$ 75.00	\$ 150.00	\$ 100.00	\$ 200.00	\$ 125.00	\$ 250.00

The School District must schedule their own activities at the beginning of the school year. Any rental application received before October 1st of the school year, will not be processed until the end of October.

* - In-District: Must have 75% Somerset and/or Berkley participation, documentation may be requested by Administration. Fees may be waived based on fundraising for a particular student activity account (clubs or teams), subject to Administration approval.

1. If 250 or more in attendance, renter must order a Police Detail for safety reasons and pay detail invoice directly when due.
2. When renting the Performing Arts Center or Gymnasium, the District will supply adequate changing areas without charge, including but not limited to locker rooms, Student Dining Center, classrooms, etc.
3. If rental of Performing Arts Center is requested for a multi-night performance, including rehearsal time, a flat fee of \$800 per night will be charged regardless of hours necessary. Renter will still be responsible for paying any Custodian, Operator and/or Event Supervisor labor.
4. All rentals of the Performing Arts Center, Gymnasium or Student Dining Center require a \$250 refundable cleaning fee. This fee may be returned- upon review of facilities after rental.
5. A 75% deposit is due within fourteen (14) calendar days from the date of the invoice. Payment is due in full fourteen (14) calendar days prior to the date of the event.
6. Failure to make full payment within the allotted time frame will result in cancellation of the event and inability to utilize facilities for future events

**Custodial Overtime/Incidentals fee rate is \$60 per hour on Saturdays. The rate for Sunday rentals is \$70 per hour.

^^ - Light/Sound Operators will be required to attend the event and run any electronic equipment owned by the District on a per person per hour basis. Rehearsal dates will also be charged this fee. Waiving this fee is subject to Administration approval.

^^^ - Cafeteria fee rates for Sunday rentals are \$35 per hour.

NOTE: Contributions, waivers or donations must be approved by the School Committee. Donations for fields and athletic use require authorization from the Athletic Director prior to presentation to the School Committee.