

Alhambra Unified School District
Civic Center Permit
Facility Use Fees

The following fee schedule for use of District facilities under the Civic Center Act has been approved by the Alhambra Unified School District Board of Education consistent with AUSD Board Policy & Administrative Regulations 1330. Applicants should review the AUSD BP & AR 1330 for more information regarding use of district facilities and grounds under the Civic Center Act.

Table I: Facility Fee Schedule

Facility	Group I Fees: School Affiliated Groups	Group II Fees: Direct Costs Per Hour	Group III Fees: Fair Rental Cost Per Hour	
Elementary Schools				
Classroom	No Charge	\$1.90	\$6.08	
Auditorium		\$30.00	\$66.80	
Cafeteria (No Kitchen)		\$25.00	\$40.05	
Cafetorium		\$30.00	\$70.95	
Basketball Courts (per court)		\$5.00	\$25.00	
Playground (not including courts)		\$10.00	\$47.00	
Lunch Court		\$2.00	\$2.00	
Restrooms (added to additional facility)		\$2.00	\$2.42	
High Schools				
Classroom	No Charge	\$1.90	\$6.08	
Auditorium		\$50.00	\$134.81	
Little Theater		\$25.00	\$49.06	
Dressing Room (add-on to auditorium)		\$2.40	\$2.40	
Cafeteria (No Kitchen)		\$30.00	\$67.91	
Large Gym		\$50.00	\$156.54	
Small Gym		\$35.00	\$103.46	
Football Field		\$50.00	\$180.97	
Baseball Field		\$50.00	\$166.90	
Softball Field		\$35.00	\$92.65	
Tennis Courts (per court)		\$5.00	\$39.12	
Outside Basketball Courts (per court)		\$5.00	\$25.00	
Restrooms (added to additional facility)		\$2.00	\$2.42	
Parking Lot (per lot)				
0-10 People		No Charge		\$12.28
11-25 People			\$4.00	\$12.28
26-50			\$8.00	\$12.28
51+			\$12.28	\$12.28

Deposits

Deposit Type	Refundable/Non-Refundable	Amount
Application Processing Fee	Non-Refundable	\$25.00
Security Deposit	Refundable*	\$250.00

Civic Center Facilities Use Notes:

1. Priority for use of any facility shall be granted first to Group I users. Only after the District has determined its schedule of need will facilities be made available for Group II or Group III users. Permit applications will be processed on a first come first served basis.
2. A minimum of 3 hours use is required for each permit.
3. The Facilities Fees in Table I above do not include labor charges. The District will determine if additional staff will be required for the permitted event. Prior to approval of a permit the District will determine if staff is required. An estimate of the total labor costs will be provided to the permit applicant prior to approval of the use permit.
4. For classrooms, the rates quoted above are for standard classrooms only. Unless otherwise listed as available for use, specialty classrooms, administrative areas, and other spaces are not available for use.
5. Use of restrooms is not automatically included with all facilities offered. Depending upon the specific facilities use application (facility requested, nature of event, number of participants, etc.) the District may require restroom fees (above) in addition to the facility being requested.
6. Rates for fields and tennis courts are per field and/or court.
7. Use of parking lots is not automatically included with all facilities offered. Depending upon the specific facilities use application (nature of event, number of participants, etc.) the District may require parking lot fees (above) in addition to the facility being requested.
8. Rates for gyms are for the gyms and associated restrooms only. Locker rooms, weight rooms, wrestling rooms, and other ancillary spaces will not be made available due to special security, liability, and training requirements of these spaces.
9. Cafeteria kitchens, school offices, and other specialty areas will not be made available due to special security, liability, and training requirements of these spaces.
10. Once approved, cancellations of facilities use permits must be made in writing at least ten days prior to the scheduled use to avoid forfeiture of deposit.
11. Holders of approved facilities use permits may not assign, transfer, sub-lease, loan or offer the facility for use by any other user.
12. Use of property belonging to the District may create a possessory interest subject to property taxation pursuant to Section 107 of the California Revenue and Taxation Code. This tax will be determined by the Los Angeles County Assessor's Office, and not the District. Permit holders are responsible for payment of this tax.
13. Due to drought conditions carwashes will not be allowed.
14. The use of scoreboards, stage equipment, field lights and other district equipment may include extra fees including labor charges for their operation.