

# **MONTOUR SCHOOL DISTRICT**

## ***FACILITIES USAGE / FEE SCHEDULE***



**225 Clever Road  
McKees Rocks, PA 15136  
(412) 490-6500 (ext 1624)**

**[www.montourschools.com](http://www.montourschools.com)**

## **PROCEDURE FOR REQUESTING USE OF SCHOOL FACILITIES**

1. Please follow the “How to Submit Facilities Request – Guide” located on the Facilities Scheduling page of our website at [www.montourschools.com](http://www.montourschools.com)
2. Obtain Certificate of Insurance certifying the user has \$1,000,000 in liability coverage and \$20,000 in property damage in effect at the time of the rental. The certificate must list the Montour School District as an additional insured and certificate holding (liability & property damage insurance is not required for district sponsored activities, sanctioned booster groups and PTA groups).

### Return the Certificate of Insurance to:

Montour School District  
Tony Rippole, Facilities Event Manager  
225 Clever Rd.  
McKees Rocks, PA 15136

3. Make final arrangements, agree to assessed fees, and make all checks payable to the “Montour School District”. Payment is required within one week prior to the event. Checks should be mailed to the Montour Business Office at 225 Clever Road, McKees Rocks, PA 15136.

**- All Assessed fees will be communicated to organizations prior to usage approval. -**

### **NOTES:**

- No food or drinks are permitted in the gymnasium or auditorium.
- All additional charged items listed on the Facility Usage Fee Schedule will be at the discretion of the Facilities Event Manager.
- Any damage to the facilities will be charged to the group renting the facilities.
- Any special requests will need to be approved by the Montour School Board.
- Daily Rate is a maximum of 10 hours; hourly rate will apply after 10 hours.

## Facility Usage - Fee Schedule

FACILITY	GROUP A  Montour School District Sponsored Activities, Sanctioned Boosters Groups, PTA, Sanctioned Montour Community Sports Groups, and WPIAL Playoffs	GROUP B  Non Profit Organizations	GROUP C  For Profit Organizations and Commercial
<b>POOL</b> (2 Certified Lifeguards must be on duty)	NO FEE	NOT AVAILABLE FOR USE	NOT AVAILABLE FOR USE
<b>SOFTBALL FIELD</b>	NO FEE	NOT AVAILABLE FOR USE	NOT AVAILABLE FOR USE
<b>AUDITORIUMS</b>	NO FEE	\$40 per hour/\$240 per day	\$200 per hour / \$1200 per day
<b>GYMNASIUMS</b>	NO FEE	\$20 per hour/\$120 per day	\$100 per hour / \$600 per day
<b>ATHLETIC CENTER</b>	NO FEE	40 per hour / \$240 per day	\$200 per hour / \$1200 per day
<b>HIGH SCHOOL STADIUM</b>	NO FEE	\$60 per hour / \$360 per day	\$300 per hour / \$1800 per day
<b>PRACTICE FIELD</b>	NO FEE	\$20 per hour / \$120 per day	\$100 per hour / \$600 per day
<b>CLASSROOMS, CAFETERIA &amp; LIBRARIES</b> (No Kitchen Access)	NO FEE	\$10 per hour / \$60 per day	\$50 per hour / \$300 per day
<b>DEW FIELD</b>	NO FEE	\$60 per hour / \$360 per day	\$300 per hour/\$1800 day

### Additional Charged Items for All Groups:

Site Manager  
\$20 Per Hour

Armed Security Guard  
\$32.00 Per Hour

Custodians  
\$37.50 Per Hour

Unarmed Security Guard  
\$20.00 Per Hour

Auxiliary Worker  
\$15.00 Per Hour