

# USD 368 Facility Use Fee Invoice

Paola USD 368 Facility Use Fees							
Group Name:	Group Category					The district will assign your group to a category, based on the information provided on the Facilities Request Form.	
Facility:	A	B	C	D	E		
Date of Use:							
Area	Hourly Rate						
Classroom	N/C	N/C	N/C	35.00	20.00		\$0.00
Conference Room	N/C	N/C	N/C	15.00	20.00		\$0.00
Commons	N/C	N/C	N/C	15.00	20.00		\$0.00
Kitchen <sup>3</sup>	N/C	N/C	N/C	15.00	20.00		\$0.00
FACS Room	N/C	N/C	N/C	15.00	20.00		\$0.00
Vocal Music Room	N/C	N/C	N/C	15.00	20.00		\$0.00
Band Room	N/C	N/C	N/C	15.00	20.00		\$0.00
Gymnasium (Main)	N/C	N/C	N/C	15.00	20.00		\$0.00
Gymnasium (Aux.)	N/C	N/C	N/C	15.00	20.00		\$0.00
Auditorium	N/C	N/C	N/C	15.00	20.00		\$0.00
Auditorium technology use	N/C	N/C	15.00	15.00	20.00		\$0.00
Library	N/C	N/C	N/C	15.00	20.00		\$0.00
Concession Stand	N/C	N/C	10.00	15.00	20.00		\$0.00
Dressing Rooms	N/C	N/C	N/C	15.00	20.00		\$0.00
Practice Football Fields	N/C	N/C	N/C	N/C	N/C		\$0.00
Varsity Football Field	N/C	N/C	35.00	40.00	55.00		\$0.00
Varsity Football - Lights	N/C	N/C	15.00	15.00	15.00		\$0.00
Baseball Field (per field) <sup>5</sup>	N/C	N/C	35.00	40.00	55.00		\$0.00
Baseball Field Lights (per field)	N/C	N/C	15.00	15.00	15.00		\$0.00
Softball Field (per field) <sup>5</sup>	N/C	N/C	35.00	40.00	55.00		\$0.00
Softball Field Lights (per field)	N/C	N/C	10.00	10.00	10.00		\$0.00
Pressbox	N/C	N/C	N/C	15.00	20.00		\$0.00
Tennis Court (per court)	N/C	N/C	10.00	15.00	20.00		\$0.00
Playground	N/C	N/C	N/C	N/C	N/C		\$0.00
						SUBTOTAL Facility Fee	\$0.00
ADDITIONAL FEES <sup>1</sup>							
Hourly Rate							
Custodian <sup>2</sup>	25.00	25.00	25.00	25.00	25.00		\$0.00
Kitchen Staff <sup>3</sup>	25.00	25.00	25.00	25.00	25.00		\$0.00
Technical Support <sup>4</sup>	25.00	25.00	25.00	25.00	25.00		\$0.00
						SUBTOTAL Additional Fees	\$0.00
						<b>TOTAL DUE</b>	<b>\$0.00</b>
<sup>1</sup> Staff determination, including number of staff needed, will be determined by USD 368. <sup>2</sup> Custodial hourly fees apply when a building is used during non-traditional school hours. <sup>3</sup> Kitchen Staff fees apply when a group makes "full use" of a school kitchen or as required by Food Service Director. <sup>4</sup> Technical Support hourly fees apply when a group utilizes district technology (video/audio). <sup>5</sup> Baseball minimum is 3 hours and Softball minimum is 2 hours							
<b>***PAYMENT IS DUE IN FULL WITHIN 10 DAYS OF INVOICE***</b>							
<b>Please Remit Payment to: Paola USD 368, 1115 E. 303rd Street, Paola, KS 66071, 913-294-8000</b>							
							Revised 10.10.22