

Seattle Public Schools

Hourly Building Rental Rates September 2019

A. Facility Space

Weekend &

Elementary

Weekday Holiday

Lunchroom/Auditorium (excludes kitchen)	\$44.33	\$46.59
Stage - Rehearsals & set-up (not for teardown)	\$11.08	\$12.26

Elementary & Secondary

Choir/Band Room, Career Center	\$22.17	\$24.34
Classroom, Conference Room	\$11.08	\$12.26
Concession Stands	\$22.53	\$22.53
Grounds for Organized Community Activity (per use/day)	\$21.13	\$21.45
Gym Small	\$55.00	\$65.00
Kitchen (excludes equipment use – See No. 2)	\$36.25	\$42.84
Library	\$33.42	\$36.65
Parking Lots (per 4 hours) non-exclusive use	\$62.69	\$63.24
Tennis Courts (per court)	\$9.01	\$9.01
Tennis Courts Lights	\$22.53	\$22.53

Secondary

Auditorium (space only- equipment use not included)	\$99.17	\$104.98
Gym Large	\$65.00	\$65.00
Stage - Rehearsals & set-up (not for teardown)	\$33.42	\$36.65
Lunchroom (excludes kitchen)	\$55.36	\$58.62
Little Theater	\$22.17	\$22.53
Locker Room Single (includes showers)	\$71.81	\$76.89

Weekday & Saturday Holiday & Sunday

B. Custodial/Security Staffing (charges may apply during regular school day)

\$47.22	\$61.16
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C. Administrative Fees per online schedule - non-refundable

\$25.00

Changes/Revision to Schedules (per change – 1st one is free)

\$15.00

Late Fee (if schedule submitted less than 15 working days and processed for event)

\$15.00

Late Fee (if change/cancelation requested less than five working days and processed)

\$15.00

D. Heat and Cooling/Ventilation (optional) Please see Building Category for specific building.

Rate is for 1 to 5 classroom(s) per hour. Gym, Lunchroom or Auditorium per hour. *non-school day

Category A	*Startup Cost \$172.60 (per day)	HVAC Hourly \$22.35	Ventilation \$11.17
Category B	*Startup Cost \$108.45 (per day)	HVAC Hourly \$12.12	Ventilation \$6.06
Category C	*Startup Cost \$48.06(per day)	HVAC Hourly \$6.10	Ventilation \$3.05
Category D	*Startup Cost \$32.01(per day)	HVAC Hourly \$5.14	Ventilation \$2.57

1. Custodial overtime is charged at a minimum of 4 hours during non-school days. Charges are incurred 1/2 hour before starting time and a minimum of 1/2 hour or more after the end of the event. Custodial charges may apply during regular school days.
2. Kitchen use must be approved by Nutrition Services prior to use and an online schedule submitted requesting the kitchen space. Contact Nutrition Services at (206)252-0675. Lunchroom personnel cost may apply.
3. Performing Arts Centers (PAC), Auditoriums, Gyms, etc. rentals are for space only. Rentals do not include special equipment or lighting. Please check with the school prior to scheduling for availability of special equipment or lighting requests.
4. Security may be required due to the size and/or nature of the event. Some schools require security no matter of the size and/or nature of the event. A minimum of 4 hours is charged per security personnel.
5. A Cleaning and/or damage deposit may be required before an event. It can range from \$250.00 to \$2,000.00 depending on building requirements, type of activity, and number of attendants.
6. Parking Lot rentals are non-exclusive use, on a first-come, first-served basis.
7. Field use (scheduled with Parks Dept.) is for the field only and does not include restrooms, scoreboards, press box, lights, etc.