

LINCOLN PUBLIC SCHOOLS FACILITY USE RATE SCHEDULE

FACILITY	RENTAL FEE		
Classrooms - All Schools <i>*includes custodial fee</i>	Weekdays* \$30.00 /up to 2 Hours	Weekends \$60.00 /up to 2 Hours	Additional Hours \$10.00 after 1st 2 hours
Elementary Schools			
<i>*includes custodial fee</i>	Weekdays*	Weekends	Additional Hours
Multi-Purpose Room	\$80.00 /up to 2 Hours	\$100.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Cafeteria	\$80.00 /up to 2 Hours	\$100.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Media	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Computer Lab	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Gym - Elementary	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Middle Schools			
<i>*includes custodial fee</i>	Weekdays*	Weekends	Additional Hours
Cafeteria	\$85.00 /up to 2 Hours	\$100.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Media	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Computer Lab	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Gym - Middle School - single court	\$65.00 /up to 2 Hours	\$85.00 /up to 2 Hours	\$10.00 after 1st 2 hours
Auditorium	\$190.00 /up to 2 Hours	\$210.00 /up to 2 Hours	\$15.00 after 1st 2 hours
**Cafeteria/Auditorium	\$140.00 /up to 2 Hours	\$160.00 /up to 2 Hours	\$15.00 after 1st 2 hours
AV Technician	\$25.00 /Hour	\$25.00 /Hour	
Gym - Scott & Lux Gym - triple court	\$80.00 /up to 2 Hours	\$100.00 /up to 2 Hours	\$15.00 after 1st 2 hours
High Schools			
<i>*includes custodial fee</i>	Weekdays*	Weekends	Additional Hours
Cafeteria / Commons	\$165 1-4 Hours	\$185.00 1-4 Hours	\$15.00 after 1st 4 hours
Auditorium	\$580 1-8 Hours	\$600.00 1-8 Hours	\$105.00 after 1st 8 hours
Black Box Only	\$140.00 1-8 Hours	\$160.00 1-8 Hours	\$15.00 after 1st 8 hours
Required Theatre Technician	\$65.00 /Hour	\$65.00 /Hour	
Assistant Theatre Tech	\$25.00 /Hour	\$25.00 /Hour	See Auditorium Guidelines
Security Officer	\$17.50 /Hour	\$17.50 /Hour	See Auditorium Guidelines
Student Assistant	\$12.00 /Hour	\$12.00 /Hour	See Auditorium Guidelines
AV Technician	\$25.00 /Hour	\$25.00 /Hour	
Library	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$15.00 after 1st 2 hours
Computer Lab	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$15.00 after 1st 2 hours
Forums (NS & SW)	\$140.00 /up to 2 Hours	\$160.00 /up to 2 Hours	\$15.00 after 1st 2 hours
Gym - High School - single court	\$55.00 /1 Hour	\$75.00 /1 Hour	\$10.00 each addl hour
Gym - High School - double court	\$65.00 /1 Hour	\$85.00 /1 Hour	\$10.00 each addl hour
Gym - High School - triple court	\$75.00 /1 Hour	\$95.00 /1 Hour	\$10.00 each addl hour
High School Pools	\$135.00 /up to 2 Hour	\$155.00 /up to 2 Hours	\$25.00 after 1st 2 hours
Wrestling Room - In Season	\$55.00 /up to 2 Hours	\$75.00 /up to 2 Hours	\$15.00 after 1st 2 hours
Athletic Fields **cost includes \$40/hour maintenance fee			
	Per Hour Rate	Per Event Rate	
Hawthorne Field	\$90.00 /Weekday**	\$140.00 /Weekend Day**	
Roper Field (outside fence)	\$90.00 /Weekday**	\$140.00 /Weekend Day**	
Beechner Field	\$250.00 /Hour**	\$525.00 /Event	
High School Tennis Courts	\$25.00 /Hour Full Court		
High School Tracks	\$250.00 /Hour**	\$525.00 /Event	
Seacrest Field	\$265.00 /Hour**	\$3,000.00 /Event	
Den Hartog	\$80.00 /Hour**		
Copple Meeting Room	\$55.00 /Hour	\$65.00 /Hour	

LINCOLN PUBLIC SCHOOLS RESOURCE RENTAL FEES

RESOURCES	RENTAL FEE
Equipment Rental	
Batting Cages - Outside only	Not for Rent
Bleachers (aluminum, 3- or 4-tier)	\$100.00 /Each
CD Player	\$25.00 /Each
Chairs - Includes Set-up	\$25.00 /100 Chairs
Follow Spot Light	\$15.00 /Each
In-House Computer	\$25.00 /Each
LCD Projector	\$15.00 /Each
Light Use Fee	\$25.00 /Each
Piano	\$25.00 /Each
Projector Screen	\$5.00 /Each
Public Address System - includes hand held mic	\$25.00 /Each
Risers	\$25.00 /Each
Tables - Includes Set-up - (first 5 free)	\$5.00 /Each
Tape Recorder	\$25.00 /Each
Television	\$50.00 /Each
Timing System/Touch Pad (requires hiring System Operator)	\$250.00 /System \$100 per additional day
VCR/DVD Player	\$35.00 /Each
Wireless Microphone	\$25.00 /Each
Wrestling Clock / Computer	\$50.00 /Pair
Wrestling Mat - Tourney or out of season	\$50.00 /Each

Additional Information

Weekend custodial overtime charges are \$35 per hour. Maintenance overtime charges are \$40 per hour.
 Reservations must be made at least two weeks prior to usage to allow custodial/maintenance schedules to be set.
 If school and school events are cancelled, then all reservations will be cancelled.
 A holiday stipend of \$50 will be assessed if using a facility on an employee holiday.
 If using the building on a non-school day and snow removal is necessary, a snow removal charge may be assessed.
 A \$300 cleanup and damage fee will be assessed to any organization that allows food/drink in the auditorium.
 A \$300 cleanup and damage fee will be assessed if glitter, paint or similar items are used.
 Reservations at high school tracks do not automatically include indoor building use of restroom facilities.

*****There is a 2 hour maximum when renting athletic fields by the hour.*****

No fees will be assessed for Elementary, Middle or High School green space but usage must be reserved through Archibus.
 Liability Insurance is required for all reservations.

The buildings will be closed on the following days: **internal use allowed*

- Labor Day***
- Thanksgiving**
- Christmas Eve at 4:00 pm**
- Christmas Day**
- New Year's Eve at 4:00 pm**
- New Year's Day**
- Martin Luther King, Jr. Day***
- Easter Eve at 4:00 pm**
- Easter**
- Memorial Day**
- 4th of July**

Athletic moratorium in December - all athletic spaces will be closed.

