

Use of School Facilities

PERFORMANCES

- I. Although basic charges are computed on a minimum usage of three hours, on weekdays until 10:00 p.m. and the Board-approved hourly rate after 10:00 p.m., and are computed on a minimum usage of four hours plus clean-up time on Saturday and Sunday at the Board-approved hourly rate, this does not mean that an organization is limited to only three/four hours of usage. Organizations needing additional time should so stipulate at the time the application is submitted. The charge for this extra usage is in accordance with the Board-approved hourly rate.

Custodians have been instructed not to open building facilities any earlier than the time stipulated on the application. When filling in the information "Hour Building Will Be Needed" and "Hour Building Will Be Vacated," users should allow ample time for such things as the following:

- A. Performers arriving for preparation, makeup, etc.;
 - B. Time for the audience to be seated prior to the performance;
 - C. Performers cleaning up and leaving after the performance;
 - D. Moving out scenery, properties, etc.;
 - E. Anything else that needs time either before or after the actual performance.
- II. Rehearsals are not included with the performance rental charges, and should rehearsals be necessary for the organization, this must be stated at the time the application is submitted.
 - III. The rental fee for auditoriums includes the auditorium proper, box office, rest rooms, dressing rooms (if they are a part of the auditorium) parking lot, and custodial services. Additional space necessary (such as dressing rooms that are not a part of the auditorium) must be requested at the time the application is submitted. Custodians are instructed not to open any other areas unless it is so stated on the application.
 - IV. Many of the larger schools have specific requirements in relation to lights, microphones, etc. The organization must contact the principal or the principal's representative concerning these matters

- V. Individual use agreements for use of stadium facilities will specify what equipment and/or personnel are included in the rental fee.
- VI. None of the information given above is intended to release the organization from the responsibility of knowing the conditions of the Use Agreement on the reverse side of the application, but is rather intended to clarify some points that are most often questioned.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 235.02 F.S.

History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Repromulgated: 12-11-74

Amended: 6-24-81; 8-19-87

Technical Change: 5-1-98