

Wrentham Public Schools – Facility Rental Fees

User Groups		
1	Wrentham School District Activities & Affiliated Organizations	All enrichment activities related to WPS and sponsored directly by the district.
2	Town Departments and Boards	Departments & Boards funded by the town.
3	Town Sponsored Groups	Recreation Leagues & Organizations covered by the town insurance
4	Town Non-Profit Athletic, Civic & Social Groups	Not-for-profit groups operating in and for town community members
5	Non-town Groups & Not-for-Profit Organizations	Not-for-profit groups operating in and for non-town community members
6	Commercial (For-Profit) Organizations & Individuals	All Commercial and For-profit organizations & Individuals

Building- Hourly Fees	Groups 1-2		Group 3		Group 4		Group 5		Group 6	
	Rent	Labor	Rent	Labor	Rent	Labor	Rent	Labor	Rent	Labor
Gymnasium	0	No	0	W/H	\$25	Yes	\$90	Yes	\$250	Yes
Auditorium	0	No	0	W/H	\$25	Yes	\$60	Yes	\$200	Yes
Cafeteria	0	No	0	W/H	\$25	Yes	\$60	Yes	\$200	Yes
Library	0	No	0	W/H	\$22	Yes	\$55	Yes	\$150	Yes
Classroom	0	No	0	W/H	\$22	Yes	\$35	Yes	\$100	Yes
Conference Room	0	No	0	W/H	\$20	Yes	\$30	Yes	\$70	Yes
Lobby	0	No	0	W/H	\$17	Yes	\$25	Yes	\$65	Yes

Labor Fees (groups 4-5-6)	Monday - Friday	\$45.00
Labor Fees (groups 3-4-5-6)	Saturday - Sunday	\$75.00
Labor Fees (groups 3-4-5-6)	Holidays	\$75.00

** Labor fees begin one half-hour prior to event start (setup) and end one half-hour after event end time (breakdown). There is a four-hour minimum labor fee for weekend and holiday rentals.*

** Weekend / Holiday abbreviated as W/H*

Payment of Fees

Fees must be paid at the time of application for one-time or short duration activities. Activities that occur for many hours over a number of months may pay the fee quarterly, at the discretion of the Superintendent or his or her designee. Fee waivers for certain activities may be granted at the discretion of the Superintendent of Schools. A minimum of four (4) hours is required for custodial fees on the weekends. Depending on the size of the group, the Superintendent reserves the right to require that fees cover additional time for opening the building and clean up. Summer night activities (after 4:00 PM building closing time) shall pay the weekend fee.

Liability Insurance Information

My organization is aware that its proposed use of Wrentham school facilities is not covered by school liability insurance and hereby certifies that the requesting organization has its own related liability insurance. The applicant above, on behalf of all members of the group using school facilities and its licensees or invitees, assumes all risks and hazards incidental to such use, including injuries incurred by persons using school facilities. The applicant and the group represented by the applicant hereby waive, release, absolve, indemnify and agree to hold harmless the Town of Wrentham, Wrentham Public Schools, and its officers, employees and agents from all liability from such injuries. The applicant agrees to abide by the policy and procedures of the Wrentham Public Schools.

Certificate of Insurance on file with Wrentham Public Schools:

Yes

No

Attached

For more information, please call the Office of the Superintendent at (508) 384-5430

or e-mail Laurie Green at greenl@wrenthamschools.org; or Shannon Shepherd at shepherds@wrenthamschools.org