## Port Orford-Langlois School District 2CJ Facility Use Request

	i year 2025. Expires 6/3(		Date	of Request —
Name	of Organiza	tion:		
Respor	nsible Party:			
Addre	ss & Phone #	<b>#</b> :		
Propos	sed Activity:			
Specio	al Arrangeme	ents Needed: —————		
Schoo	l:	Driftwood Elementary		PHS
Date(s	s) Needed: _		Time	z:
Key(s)	Issued:			s) Returned:
Signat	ure of Respo	onsible Party:		Phone:
Organ	ization's Lial	oility Insurance Coverage: (At	tach Certificate o	f Insurance)
	ny Name:			Policy #
Use of	f Facility m	ust be coordinated around sci	hool activities. C	ontact the building administrator to
arrang	ge times of	use.		
		for Fee Schedule.		
Fees:	Classroom	\$	Gym	\$
	Custodial	\$	Kitchen	\$
Waive		\$ ———— quested	_	\$ <del></del> ees Granted
goverr	ning communi sponsibility	ty use of district facilities. It	is further unders	by all the school district's policies stood that the organization will assume the area will be left in an orderly
Other	conditions:			
		School Principal		Date:
		School Principal		
Amoun	nt Paid:			Date:

## Port Orford-Langlois School District 2CJ

## Facility Use Fee Schedule 2025-2026

Reference: Policy KG

<u>Fees</u>	Cost/Session - See Notes Below		
Cafeteria/Multi-Purpose Room     With Kitchen     Without Kitchen	\$ 30.00 per session \$ 15.00 per session		
Classrooms	\$ 10.00 per session		
<ul><li>Gyms</li><li>Pacific</li><li>Driftwood (Play Shed)</li></ul>	\$ 25.00 per session \$ 25.00 per session		
<ul> <li>Fields</li> <li>Driftwood Soccer Field</li> <li>Pacific Upper Field</li> <li>Pacific Soccer Field</li> </ul>	\$ 25.00 per session \$ 25.00 per session \$ 25.00 per session		
Replacement Fees	\$ 30.00 per Chair \$125.00 per Table		

## Notes:

- 1. Responsible Party is expected to remove all Garbage and place in Dumpsters located outside of buildings. All Restrooms must be checked and cleaned. 2CJ will provide cleaning products.
- 2. A session is uninterrupted use and does not exceed four (4) hours.
- 3. If custodian is needed, session cost plus \$35.00 per hour.
- 4. Weekend or other hours when regular staff members are not on duty, session cost plus \$35.00 per hour. Min. 2 hours @\$35/hr
- 5. Chairs and Tables must be returned clean and in full operating order to avoid replacement fees.

Adoption: 2/4/1985 Revised: 8/16/2024