

# Waunakee Community School District

## Facilities Use Fees Schedule

Group 1 - Fees Waived	Group 2*	Group 3*	Group 4	Group 5
<b>Facility Use Application Fee:</b> A facility use application will cover no more than a six month period of time July 1 to December 31 or January 1 to June 30.				
	\$0.00	\$0.00	\$0.00	\$40.00
<b>Aquatic Center</b>				
<a href="#">See Attached Rental Fee Schedule</a>				
<b>Performing Arts Center</b>				
<a href="#">See Attached Rental Fee Schedule</a>				
<b>Gymnasiums &amp; Athletic Fields (ALL RATES ARE PER DAY UNLESS OTHERWISE NOTED)</b>				
Fieldhouse & Int. School Lax Fields	\$200.00	\$300.00	\$400.00	\$500.00
Warrior Stadium & Warrior Pitch (Hourly)	\$100.00	\$125.00	\$150.00	\$175.00
Gymnasium	\$70.00	\$90.00	\$150.00	\$200.00
Baseball & Softball Diamonds	\$70.00	\$90.00	\$150.00	\$200.00
Grass Practice Fields	\$70.00	\$90.00	\$150.00	\$200.00
Wrestling Rooms	\$50.00	\$60.00	\$90.00	\$160.00
<b>School Facilities</b>				
WIS Cafeteria & WCHS Commons	\$70.00	\$90.00	\$150.00	\$200.00
General Classroom & Conference Room	\$25.00	\$30.00	\$35.00	\$50.00
Specialized Classroom	\$70.00	\$90.00	\$150.00	\$200.00
<b>Additional Labor Charges (per hour and if needed)</b>				
Set-up & Take-down (outside normal hours)	\$45.00/hour			
Field Prep & Lining	\$45.00/hour			
Custodial Supply Charge	\$40.00	\$40.00	\$40.00	\$50.00
<b>Additional Equipment Charges</b>				
Field Lights	\$50.00/hour			
Microphone, Scoreboard, Sound Equipment	\$10.00/flat fee			

\*FEES ARE CHARGED WHEN ADMISSION FEE IS CHARGED TO SPECTATORS/AUDIENCES

# WCSD Group Classifications

Group 1	<b>WCSD SCHOOL SPONSORED ACTIVITIES:</b> All school sponsored activities approved by the building principal shall have precedence over other requests for the use of facilities. Significant consideration, however, should be given to the scheduling of school sponsored events, activities or practices during times when the school's custodial staff is normally on duty. A school employee must be present for all school sponsored events. If a custodian(s) is needed outside of his/her regularly scheduled time, approval must be obtained from the Athletic Director.
Group 2	<b>WCSD SCHOOL AFFILIATED GROUPS:</b> School affiliated groups include: Parent Teacher Organizations (PTO's), Booster Organizations, Village Recreation Department, Friends of Waunakee Performing Arts, Local Educational Foundations.
Group 3	<b>DESIGNATED RESIDENT NONPROFIT GROUPS/ORGANIZATION FEDERAL, STATE OR LOCAL GOVERNMENTAL (NON-EDUCATIONAL) AGENCIES:</b> Designated resident nonprofit groups/organizations include: <ul style="list-style-type: none"> <li>A. Recognized civic youth groups which include a majority (80%) of District students (examples: Boy Scouts, Girl Scouts, Cub Scouts, 4H, etc.). The District may request a copy of the roster to verify status.</li> <li>B. Recognized resident youth athletic groups/organizations which include a majority (80%) of District students (examples: Waunakee Area Soccer Club, Tri-County/BDL Basketball, Traveling Softball Program, Legion Baseball Program, Waunakee Youth Wrestling, Waunakee Youth Lacrosse Club, Waunakee Youth Football, Waunakee Youth Hockey, Waunakee Wave Swim Club). The District may request a copy of the roster to verify status.</li> <li>C. Local community service organizations (examples: Rotary, Lions/Leos, Jaycees, Optimists, etc.)</li> <li>D. Waunakee Chamber of Commerce</li> <li>E. Waunakee Public Library</li> <li>F. Resident Neighborhood/Condominium Associations</li> <li>G. Resident Home Talent League Baseball Teams</li> <li>H. Waunakee Community Band</li> <li>I. Waunakee Public Post-Secondary Educational Institutions (i.e. University of Wisconsin System, Madison College)</li> </ul>
Group 4	<b>WCSD RESIDENT INDIVIDUALS, SCHOOLS, OR OTHER NON-PROFIT GROUPS/ORGANIZATIONS LOCATED IN DANE COUNTY</b> Non-profit groups/organizations are defined as those having 501(c)(3) or equivalent status from the Internal Revenue Services (IRS). The District may request a copy of the appropriate documentation to verify nonprofit status.
Group 5	<b>WCSD RESIDENT FOR PROFIT ENTITIES, OR NON-PROFIT GROUPS/ORGANIZATIONS OR SCHOOLS LOCATED OUTSIDE OF DANE COUNTY</b>

# WCSD Facilities

## User Group Expectations

- ★ Reserve the facilities at least 48 hours in advance through the WCSD Athletic Office (849-2103) or at <https://shorturl.at/jmnu0>.
  - Be as specific as possible on needs you may have in terms of set-up so that things such as tables, chairs, garbage cans, etc. can be made available prior to the event.
- ★ Complete/Submit necessary paperwork that will include a Waiver Damage Form and a Certificate of Insurance which is required.
- ★ For events/activities where children are involved, there will be a custodian on duty. They are there to assist during the events, but will also have other work responsibilities to attend to.
- ★ District Gymnasiums can be rented for half days at a rate of 50% of the daily fee.
- ★ During an event and at the completion of the event, please assist in cleaning up the areas that are being used.
- ★ Immediately report any damage that may take place.
- ★ WCSD provides supervision for school sponsored events only. There is no supervision of children done by school staff for non-school sponsored events/activities. All participants and spectators should remain in the areas designated for the event.
- ★ Small children must be supervised and not allowed to roam around school facilities unsupervised. If children are left unsupervised around the school