

Scheduling Priorities and Categories

Applications for the use of facilities will be processed and scheduled in the following order of priority.

Mayer Lutheran High School-Sponsored Activities

- Mayer Lutheran High School-sponsored activities: Refers to grades 9-12 programs and co-curricular activities. School-sponsored groups will not be assessed rental fees and have first priority of scheduling.
- Mayer Lutheran High School coaches and staff will not be assessed rental fees for MLHS events and be granted access to the facility as the schedule allows.

Non-Profit Groups and Association Member Activities

- a. Non-profit community groups that possess a 501 (c) (3) or 501 (c) (4) status and composed of 75% participation of Mayer Lutheran High School or Associate Congregation Members' participants. Users will be assessed category 1 (50%) rental fees up to \$2,000 per fiscal year. Volunteer requirements and on site manager fees may also be assessed. Category 3 rental fees with no cap will be assessed if the activity is a revenue generating event for the group. A roster of participants may be required.
- b. Mayer Lutheran High School Association churches and schools conducting non-profit activities. Users will be assessed Category 1 (50%) rental fees. On site manager fees may be assessed. Category 3 rental fees will be assessed if the activity is a revenue generating event for the group.
 - Full Association members will qualify for \$400 user cap per fiscal year.
 - Half Association members will qualify for a \$600 user cap fee per fiscal year.
 - Quarter association members will qualify for an \$800 user cap fee per fiscal year.

CATEGORY 1: 50% of Rental Fees

- Individuals, for profit groups, organizations, private agencies or companies composed of 75% MLHS or associate congregation participants that use the facilities for commercial purposes or personal profit. Category 1 users will be assessed 50% of the rental fees and will incur maintenance and on-site managers' fees if needed. A roster of participants may be required. Category 3 rental fees will be assessed if the event generates revenue for the group.

CATEGORY 2: 75% of Rental Fees

- Non-profit groups or organizations with less than 75% of the participants from MLHS or associate congregation participants.
- Colleges and universities and non-profit educational organizations. Category 3 rental fees will be assessed if the event generates revenue for the group.

CATEGORY 3: Full Rental Rates

- Individuals, for profit groups, private agencies or companies not composed of 75% or more of MLHS or associate that use the facility for commercial purposes or personal profit. Category 3 users will be assessed full rental rates and any additional maintenance and on site managers fees.

OTHER:

- All Fees schedules are subject to change August 1st of each calendar year.
- Use Permits are non-transferable as the user agrees not to subcontract, assign, or sublet its right to use the facility pursuant to the agreement.
- Cancellations must be made at least 2 working days in advanced of scheduled use. Failure to notify will result in a charge of \$25.00 plus any scheduling fees. Cancellations due to unforeseen circumstances (i.e. weather) will be handled on a case by-case-basis.
- An approved permit shall not be considered by the holder as a lease and MLHS reserves the right to cancel or revoke any permit at any time with or without cause. In the event of such a cancellation or revocation, there shall be no claim or right to damages or compensation on account of any loss, damage, or expense whatsoever.

Facilities and Personnel Fees Schedule

All rates are hourly unless noted			
	Category 1 (50%)	Category 2 (75%)	Category 3 (100%)
Field House Courts 1-4	\$12.50	\$18.75	\$25
Fieldhouse (Half Day 4 hours)	\$200	\$300	\$400
Fieldhouse (Full Day 8 hours)	\$400	\$600	\$800
Stadium Field	\$75	\$112.50	\$150
Competition Gym Courts 1-2	\$12.50	\$18.75	\$25
Competition Gym (Half Day 4 hours)	\$75	\$112.50	\$200
Competition Gym (Full Day 8 hours)	\$150	\$225	\$400
Baseball Field	\$25	\$37.50	\$50
Practice Fields	\$25	\$37.50	\$50
Fine Arts Center	\$25	\$37.50	\$50
Fine Arts Center (Half Day 4 hours)	\$75	\$112.50	\$150
Fine Arts Center (Full Day 8 hours)	\$150	\$225	\$300
Fine Arts Center Lobby	\$12.50	\$18.75	\$25
Cafeteria	\$12.50	\$18.75	\$25
Kitchen	\$12.50	\$18.75	\$25
Classroom	\$12.50	\$18.75	\$25
Commons Area	\$25	\$37.50	\$50
Batting Cage (30 min)	\$12.50	\$18.75	\$25

Additional Fees: \$30 per hour, per person

- **Building Supervisor**
- **Sound/Light Technician**
- **Custodian**
- **Kitchen Staff**