

## FY24 BUILDING FEES FOR GROUPS BY CATEGORIES

All rates are determined by the Business Office annually based upon the nature, duration, and space requirements of the venture.

Group	Description	Time/Days	Hourly Cost (min charge 2 hr) (July 1st - June 30th)
<b>Group I</b>	This group includes the City of Evanston, the Village of Skokie, School District 202, as well as programs conducted by or co-sponsored with the Evanston/Skokie Recreation Department, affiliated youth groups, e.g., Youth Baseball Association. The group is exempt from building fees unless special room set up is required during the weekend (min 2 hr) OR participants are charged participation fees.	Monday through Friday After School until 9:00 PM	No Charge
		Monday through Friday (set up / clean up fee)	\$ 46
		Saturdays (set up / clean up fee)	\$ 46
		Sundays (set up / clean up fee)	\$ 63
<b>Group II</b>	This group includes Parent Teacher Organization events and other not for profit organizations that serve D65 students at NO COST. This group pays only custodial fees during the weekend if special set-up is required (min 2 hr).	Monday through Friday Before and After School until 9:00 PM	No Charge
		Monday through Friday (set up / clean up fee)	\$ 46
		Saturdays (set up / clean up fee)	\$ 46
		Sundays (set up / clean up fee)	\$ 63
<b>Group III</b>	Other not-for-profit organizations who either charge students a fee or do not service students (e.g. religious organizations). These groups pay building fees and custodial fees.	Fees vary by schools and room type	See attached fee schedule
		<b>Custodial Fees:</b> Monday through Friday after 9:00 PM	\$ 46
		Saturdays	\$ 46
		Sundays/Holidays	\$ 63
<b>Group IV*</b>	For profit groups e. g. commercial enterprises book publishers, motion picture studios	Hourly Fee	\$ 183
		Honorarium (Daily Rate)	\$ 1,830
<b>Group V**</b>	<b>2023 Summer Camps (June 1st - August 31st)</b>  59 cents per square foot per week \$290 per use of field only per week \$579 per use of all outdoor spaces per week		

\*Rates to be determined by the Business Office annually based upon the nature of the activity.

\*\* Week constitutes 4 days + 1 day free

### Group III: FY24 Fee Schedule for Use of District Facilities

School	Facility	Approx. Capacity	Square Footage	Regular	
				(Mon-Sat) Fee/Hr.	Holiday/Sunday Fee/Hr.
<b>Dawes</b> 440 Dodge Ave, Evanston 60202	Auditorium(*)	490	2838	\$ 184	\$ 213
	Gym / Cafeteria	689	4137	\$ 184	\$ 213
<b>Dewey</b> 1551 Wesley, Evanston 60201	Lower Level	54	1752	\$ 114	\$ 144
	MPR / Cafeteria	382	2213	\$ 184	\$ 213
	Gymnasium	601	3510	\$ 184	\$ 213
<b>Kingsley</b> 2300 Green Bay Rd, Evanston 60201	Auditorium(*)	425	2512	\$ 184	\$ 213
	Gym / Cafeteria	607	3820	\$ 184	\$ 213
<b>Lincoln</b> 910 Forest, Evanston 60202	MPR / Cafeteria	655	3654	\$ 184	\$ 213
	Gymnasium	573	3598	\$ 184	\$ 213
<b>Lincolnwood</b> 2600 Colfax , Evanston 60201	Auditorium(*)	706	3303	\$ 184	\$ 213
	Gymnasium	533	3401	\$ 184	\$ 213
	MPR / Cafeteria	320	1904	\$ 184	\$ 213
<b>Oakton</b> 436 Ridge Ave, Evanston 60202	Auditorium(*)	511	3135	\$ 184	\$ 213
	Gymnasium	400	2377	\$ 184	\$ 213
	MPR / Cafeteria	224	1404	\$ 184	\$ 213
<b>Orrington</b> 2636 Orrington , Evanston 60201	Auditorium(*)	329	1963	\$ 184	\$ 213
	Gym / Cafeteria	427	2564	\$ 184	\$ 213
<b>Dr. Bessie Rhodes</b> 3701 Davis, Skokie 60076	Auditorium(*)	475	2667	\$ 184	\$ 213
	Gymnasium	323	3863	\$ 184	\$ 213
	MPR / Cafeteria	278	1707	\$ 184	\$ 213
<b>Walker</b> 3601 Church St, Skokie 60203	Auditorium(*)	500	3030	\$ 184	\$ 213
	Gymnasium	638	3737	\$ 184	\$ 213
	MPR / Cafeteria	103	1507	\$ 184	\$ 213
<b>Washington</b> 914 Ashland , Evanston 60202	Auditorium(*)	528	3326	\$ 184	\$ 213
	Gymnasium	704	4320	\$ 184	\$ 213
	MPR / Cafeteria	111	1866	\$ 184	\$ 213
<b>Willard</b> 2700 Hurd , Evanston 60201	Auditorium(*)	424	2539	\$ 184	\$ 213
	Gymnasium	503	3017	\$ 184	\$ 213
	MPR / Cafeteria	449	2692	\$ 184	\$ 213
<b>Chute</b> 1400 Oakton, Evanston 60202	Auditorium(*)	618	7971	\$ 245	\$ 274
	Gym	1216	7237	\$ 245	\$ 274
	Cafeteria	229	3284	\$ 122	\$ 153
<b>Haven</b> 2417 Prairie , Evanston 60201	Auditorium(*)	522	3407	\$ 245	\$ 274
	Gymnasium (Large)	380	4616	\$ 245	\$ 274
	Gymnasium (Small)	338	3600	\$ 122	\$ 153
	Cafeteria	200	3445	\$ 122	\$ 153
<b>King Arts</b> 2424 Lake Street , Evanston 60201	Auditorium(*)	637	4140	\$ 245	\$ 274
	Gymnasium	1200	7249	\$ 245	\$ 274
	Cafeteria	154	3166	\$ 122	\$ 153
<b>Nichols</b> 800 Greenleaf St , Evanston 60202	Auditorium(*)	488	1800	\$ 245	\$ 274
	Gymnasium	830	4711	\$ 245	\$ 274
	Cafeteria	255	3365	\$ 122	\$ 153

\*Auditorium rental shall include use of two classrooms for dressing rooms.

## Other Rates:

An extra room may be rented in conjunction with a larger facility if needed for a dressing room.	\$62/room
The operation of the kitchen and equipment requires cafeteria employee(s)	\$54/per hour
Security Officer	\$54/per hour
Set up and clean-up fee will be added to groups of 50 <u>in addition</u> to the regular hourly rate.	M-S: \$46/per hour
Fees depend on the day of the week.	Su: \$63/ per hour
Public Address System Charge	\$72
Grand Piano	\$122
Small Piano	\$72
Use of outside water -- <b>no garden hoses are furnished</b> --	\$122
Use of outdoor fields, per day	\$140

***FACILITY WILL BE OPENED 15 minutes before the scheduled rental hour and will be closed 15 minutes after scheduled rental hour ends. All rentals must be concluded one hour prior to designated building closing time.***

1. All requests for commercial use must be directed to and handled by the CFOO, (not the individual school principal).
2. Unless otherwise authorized by the Superintendent of Schools, all use shall be restricted to non-school days and/or non-school hours to avoid disruption or interference with the instructional program.
3. All commercial vendors shall provide District 65 with a <b>Certificate of Insurance</b> naming Evanston/Skokie CC School District 65 as an additional insured on a primary and non-contributory basis.
4. The honorarium shall be placed in the District 65 activity account to be used for student scholarships (i.e., Camp Timberlee, field trips, etc.).
5. Review and final approval for use shall be determined by the CFOO, as it relates to the need for student participation in activities such as filming, which shall be coordinated through the C&I and Communications Departments.
6. For any event in which food is being provided to the general public, whether for sale or not, a permit from the City of Evanston is required. The City's approved permit must accompany the Application for the Use of School Facilities. The District cannot process a permit to hold the requested space without the approved City permit.
7. Due to food safety regulations, the use of the District's refrigerators or freezers is not allowed unless the food is purchased through the Food and Nutrition Services Department.