

GPISD Application for Rental

Campus Requesting: _____ Name Of Organization: _____

Area Desired: _____ Purpose Of Activity: _____

Name of Event: _____ # of People To Attend _____

If the dates & times for the event are the same, fill out the 1st line.
If you have different start times for each day please fill out multiple lines. Please indicate PM or AM.

Start Date: _____ Ending Date: _____ Start Time _____ End Time _____

Start Date: _____ Ending Date: _____ Start Time _____ End Time _____

Start Date: _____ Ending Date: _____ Start Time _____ End Time _____

Start Date: _____ Ending Date: _____ Start Time _____ End Time _____

Contact Person _____ Contact Person's e-mail _____

Home/Office Address: _____

City: _____ State: _____ Zip Code: _____

Phone No: _____ Mobil No. _____ Fax No. _____

Rental fees have been established on a three (3) hour base. Additional hours will be charged at the rate shown. A security deposit equal to one-third (1/3) of the total rental charges must be included with this application. Deposit required forty-five (45) days prior to date requested above.

SECURITY DEPOSIT **Required** **Not Required** Amount _____

Please make check out to GPISD

Will this activity involve serving of refreshments or food in any manner? Yes No

If "YES" there will be additional custodial fees.

Will this activity involve the sale of concessions? Yes No

If "YES" organization must comply with district concession procedures.

A copy of our insurance certificate, naming the GPISD as a certificate holder and additional insured, is attached. Yes No

All Property Owned And Operated By The Grand Prairie Independent School District Is Tobacco Free. No Tobacco Products Shall Be Used On Any District Property, In Any Vehicle, Or At Any Event. City Ordinance #3934

As a representative for the renter requesting facilities use, I do hereby affirm that said renter does not practice discrimination, in any way, in its membership or programs offered to the public, on the basis of race, color, national origin; and that the school facility requested will be made available to all its members regardless of race, color, or national origin. INITIALS: _____

SIGNATURES

GPISD Rental
Representative: _____ Representative _____ Date: _____

RECORD OF FEES - DEPOSIT(Due 45 days prior to rental) RENTAL (Due 30 days prior to rental)

Deposit (one-third [1/3] of the total building rental charge): Check received in the amount of _____ Check Number: _____

Total rental charges as shown. Check received in the amount of _____ Check Number: _____

GPISD Rental Fees

Middle School Level & Elementary School Level

Area of Building Desired	A Base Rate*	B Additional Hour(s)*	Rate Per HR	Column "A" + "B" Extended Total
Cafeteria at Middle School	\$445.00	_____	\$150.00	_____
Kitchen at Middle School	\$345.00	_____	\$115.00	_____
Competition Gyms Middle School	\$445.00	_____	\$150.00	_____
Auxiliary Gyms Middle School	\$300.00	_____	\$100.00	_____
Competition Stadium Field	\$445.00		Flat Rate per 12 Hrs	_____

* Fees include administrative supervision, venue preparation, and use of the area(s) requested.

ADDITIONAL STAFFING REQUIRED

Custodial Staff (ea) determined by district based on attendance		_____	\$30.00	_____
Maintenance Staff (when required)	\$90.00	_____	\$30.00	_____
Kitchen Staff (ea) determined by district based on activity		_____	\$30.00	_____
Scoreboard Operator (Required with scoreboard use)		_____	\$30.00	_____

ADDITIONAL FEES

Audio Equipment (more than 1 mic w/stand)	\$100.00			_____
TV/VCR	\$75.00			_____
Overhead Projection/Screen	\$75.00			_____
Cafeteria/Gym Set-up	\$150.00			_____
Scoreboard (Field or Gym)	\$75.00			_____
Field/Gym PA System (Technician Set Up)	\$75.00	_____		_____
Field Lights		_____	\$75.00	_____
Parking Lots require Deposit	\$100.00			_____

Deposit will be returned after event and upon inspection of area. If not cleaned, deposit will be used.

GRAND TOTAL

SECURITY DEPOSIT AMOUNT [one-third (1/3)] of Grand Total _____

Elementary Level

Cafeteria at Elementary School	\$445.00	_____	\$150.00	_____
Kitchen at Elementary School	\$345.00	_____	\$115.00	_____
PE Gym	\$240.00	_____	\$80.00	_____

* Fees include administrative supervision, venue preparation, and use of the area(s) requested.

ADDITIONAL STAFFING REQUIRED

Custodial Staff (ea) determined by district based on attendance		_____	\$30.00	_____
Maintenance Staff (when required)	\$90.00	_____	\$30.00	_____
Kitchen Staff (ea) determined by district based on activity		_____	\$30.00	_____

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