

2016-2017 Fees Schedule for Hamilton PAC

X	Fees	Amount
X	Administrative Fee (non-refundable)	45.00
X	Damage/Cleaning Deposit	250.00
PAC Facility: Mon-Fri (Excluding School Holidays)		
	First Two Hours of Rental	
	Commercial Use	450.00
	Non-Profit Use	250.00
	Hamilton School District Resident	185.00
	Additional Requested Hours	
	Commercial Use	100.00/Hr
	Non-Profit Use	100.00/Hr
	Hamilton School District Resident	75.00/Hr
	Additional Hours not requested on original Rental Agreement (Overage)	
	Commercial Use	250.00/Hr
	Non-Profit Use	150.00/Hr
	Additional Space Needed	
	Locker Room 1(If Available)	35.00
	Locker Room 2(If Available)	35.00
	Band Room (If Available)	35.00
	Choir Room (If Available)	35.00
	Practice Room	35.00
	Commons	35.00

X	Fees	Amount
X	Rental Deposit: 50% Required: This is required at the time of contract.	
PAC Facility: Saturday, Sunday & School Holidays		
	First Two Hours of Rental	
	Commercial Use	500.00
	Non-Profit Use	300.00
	Hamilton School District Resident	225.00
	Additional Requested Hours	
	Commercial Use	225.00/Hr
	Non-Profit Use	125.00/Hr
	Hamilton School District Resident	90.00/Hr
	Additional Hours not requested on original Rental Agreement (Overage)	
	Commercial Use	275.00/Hr
	Non-Profit Use	175.00/Hr

	Equipment Rental/ Per Event	
	Grand Piano	100.00
	Electric Piano	60.00
	Piano Tuning	100.00
	Additional Services	
	Lighting:	
	Student Lighting Tech	12.00/Hr
	Professional Lighting Tech	18.00/Hr
	Custodian:	
	Any time a Custodian is not regularly Scheduled (2 Hour Minimum)	25.00/Hr.

Booking Fee: Covers the paperwork and planning related to the PAC rental use. Fee is non-refundable.

Damage/Cleaning Deposit: Held until balance is paid in full and will not be returned if there is damage and or excessive cleaning needed.

Rental Deposit: Rental dates will not be guaranteed until the deposit is paid in full. This deposit is refundable if the rental is cancelled in writing less than 90 days before the scheduled use.

Overage Hours: Hours spent in the PAC that are not scheduled will be charged at a premium rate. Be sure to include all the time that you will need on the original agreement to avoid this charge.

Additional Services: Lighting and/or sound technicians will be billed with the remainder of the rental agreement.

Custodian: A fee of \$25.00 per hour must be paid for all PAC usage when a custodian is not already regularly scheduled. All renter custodial needs must be communicated to the PAC Supervisor.

If you intend on providing your own lighting and/or sound tech/operator, they will be required to arrange and attend a system orientation class given by the technical director at least one week prior to your rental. This class will take up to one hour and is an additional charge. HPAC management reserves the right to refuse authorization of system uses to anyone for any reason. If you bring in your own tech person you will be required to show proof of Workers Comp Insurance & Unemployment Insurance.

Non-Profit rate must have proof of non-profit status Form 501 (C) (3)

Hamilton School District Resident Rate is intended to support Ravalli County organizations that provide exposure to the performing arts for our students. In order to be eligible for this rate your business or organization must be in Hamilton School District. Qualifying for this rate is at the discretion of the Administration.

Custodian: A custodian must be on duty during any performances or times when the public is present. If a custodian is not normally scheduled during that time the renter will be charged for the custodian at the rate of 25.00 per hour with a two hour minimum.

Rcd. Booking Fee: _____ Rcd. Damage Deposit _____
Rcd. Rental Deposit: _____ Rcd. Final Payment _____

GRAND TOTAL \$ _____