COLUMBUS CITY SCHOOLS

BUILDINGS AND GROUNDS

Building Use Information and Price Guide

Prices subject to change

Plan Mission: Establish a means of information Building Use Applicants of the applicable charges to use CCS facilities.

Our Vision: to provide and maintain quality conditions for the students, faculty, staff, and visitors in support of the district's goal of promoting learning environments that are student-centered, efficient, and stable.

Core Values: Accountability, collaboration, knowledge sharing, recognition, and stewardship.

Pricing (under review by Building Use Committee):

Prep/Clean	Auditorium	$0 - $75.00 per use	Custodian	$37.50 per hour (weekends)
Prep/Clean	Cafeteria	$0 - $75.00 per use	(Approximately one Custodian for every 300 guests)	
Prep/Clean	1-4 Classrooms	$0 - $37.50 per use	Utilities	$33.00 per hour
Prep/Clean	4-8 Classrooms	$0 - $37.50 per use		
Prep/Clean	Gym	$0 - $75.00 per use		
Prep/Clean	Library	$0 - $37.50 per use	Security (CCS S&S will determine)	
Prep/Clean	Stadium	$150.00 per use	CCS	$38.00 per hour
Prep/Clean	Other outside	TBD	CPD	$48.00 per hour
Custodian	Weekdays	TBD	CPD Sargent	$61.50 per hour

Applicant:

- Complete the Building Use Application on Facilitron at least 4 weeks prior to the requested date.
- Once the approval process is complete, Facilitron will invoice the renter.
- Payment and insurance must be received at least two (2) weeks prior to the planned use of the building.
- If the number of attendees is over 300, additional charges may apply, i.e. security, prep/clean, additional custodial, etc.
- Once payment and additional information has been received, applicant will receive approval paperwork which they must have with them during the event.
- If Applicant has more attendees than listed on the application, additional fees may apply.
- If Applicant's event causes damages or the need for extra clean up, additional Prep/Clean fees or charges may apply.
- If applicant does not adhere to CCS Board Policy 7510, they may be denied use of all CCS buildings.
- Cancellation requests must be in writing. Buildings & Grounds must receive the request at least 3 business days before the event.