

Town of Lexington Department of Public Facilities SCHEDULE REQUEST FOR USE OF SCHOOL FACILITIES

MS \$300 ES \$306 Diano (tuning charge \$125) Microphone* Spotlight* Sound/Lighting* Classroom(s) \$100, 1st room \$25/add'l room Cafeteria \$200 Cafeteria			
Address of Responsible Individual Compared by Compa	7 2010		
Email Address:		,	,
Email Address:		,	,
Facility: Bowman Purpose of Use: 5th Crock Registration Number: (attorn) (afteria gym Spacyetti Dinner) Redul Fees total is an estimate based on information given prior to use of facilities. Registration Number: (autoroved users) Bowman PTA Redul Fees total is an estimate based on information given prior to use of facilities. Additional charges may result after use of facilities. Registration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Registration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Registration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Redultional may result after use of facilities. Registration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Redistration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Redistration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Redistration Number: (autoroved users) Bowman PTA Redultional may result after use of facilities. Redistration Number: (autoroved users) Bowman PTA Redistration Number: (autoroved users) Bowman PTA Redistration Number: (autoroved users) Bowman PTA Redistration Number: (additional number of facilities and result after use of facilities and result and result after use of facilities and result and result and resu	Admission Charge Xes No		ail Address
Rental Feés total is an estimate based on information given prior to use of facilities. Additional charges may result after use of facilities. Custodial Fees reflect the need for custodial hours and include a minimum charge of one hour before and one hour after. Additional may result after use of facilities. I accept responsibility for fee(s), supervision, damage and compliance with the building requirements of the Town of Lexington. Signature	(approved users) BOWMANPTA	Purpose of Use: 5th Grade Gym Spagnetti Dinner	cility: Bowman Purpose of Use:
Note: The use of facilities is subject to existing policies and regulations and, as school and town purposes are primary, Public Facilities plate cancel any contract. Date	harge of one hour before and one hour after. Additional charges he building requirements of the Town of Lexington.	mate based on information given prior to use oneed for custodial hours and include a minimum lities. See(s), supervision, damage and compliance with	al Fees total is an estimate based on inform odial Fees reflect the need for custodial ho result after use of facilities. ept responsibility for fee(s), supervision, do
Date		, ()	
Principal Date Date Principal Date Date Principal Date Principal Date Principal Date Principal Date Principal Principa	, as season and to me purposes are primary, rubble rachines reserve		
Check space Requested Check Equipment Requested Service Fees	the state of the s		odian
Check space Requested Check Equipment Requested Service Fees **Office Use Only** Auditorium HS \$500/MS \$400 Tables Space \$ Days of Use Custodial \$38.67 per hr. weekday and Saturdays. \$51.56 per hr. Sundays and Holidays LHS Science Lecture Hall \$400 Microphone* Event Manager \$50.00 per hr. Hours Spotlight* Stage Technician \$11.00 per hr. Hours Stage Technician			
Auditorium HS \$500/MS \$400 Tables Space \$ Days of Use Custodial \$38.67 per hr. weekday and Saturdays. \$51.56 per hr. Sundays and Saturdays. \$51.56 per hr. Sundays and Holidays Hours Event Manager \$50.00 per hr. Hours Stage Technician \$11.00 per hr. Hours Stage Technician \$10.00 per hr. Hours Stage Technician \$1.00 per hr. Hours Stage Technician	Date NO		ctor of Facilities
Gymnasium HS \$500 MS \$300 ES \$306 LHS Science Lecture Hall \$400 Piano (tuning charge \$125) Piano (tuning charge \$125) Sound/Lighting* LHS Field House \$500 Classroom(s) \$100, 1st room		e Requested Check Equip	Check space Requested
HS \$500 MS \$300 ES \$300 LHS Science Lecture Hall \$400 Microphone* Spotlight* Stage Technician \$11.00 per hr. Hours Technicians Kitchen Detail \$ \$25/add'l room Technician \$12.00 Technician \$11.00 per hr. Hours Technicians Kitchen Detail \$ \$25/shr Payable to LPS Food Serv Revolving Fund. *Requires operators at additional charge. Fire Detail \$ Fire		S \$500/MS \$400	Auditorium HS \$500/MS \$400
Piano (tuning charge \$125) S51.56 per hr. Sundays and Holidays Hours X Custodians Event Manager \$50.00 per hr. Hours Stage Technician \$11.00 per hr. Hours X Technicians \$11.00 per hr. Hours X Technicians X Technici	Custodial \$38.67 per hr. weekday	Chairs	HS \$500
LHS Science Lecture Hall \$400	arge \$125) \$51.56 per hr. Sundays	Piano (tuning	
□ LHS Field House \$500 □ Classroom(s) \$100, 1 st room + \$25/add'l room □ Cafeteria \$200 □ LHS Field House \$500 □ Classroom(s) \$100, 1 st room + \$25/add'l room □ Other (Risers, Table Setups etc) Cafeteria: Weal Scating □ Stage Technician \$11.00 per hr. Hours □ X Technicians □ Kitchen Detail \$	x Custodians	ecture Hall \$400 Microphone*	LHS Science Lecture Hall \$400
Classroom(s) \$100, 1st room + \$25/add'l room Other (Risers, Table Setups etc) S 11.00 per hr.	\$ 50.00 per hr.	use \$500	LHS Field House \$500
Cafeteria \$200 + kitchen Cafeteria \$200 - Kitchen Cafeteria \$200 - Kitchen Cafeteria \$200 - Kitchen Coffee dessert buffet Police Detail \$	\$ 11.00 per hr.		
Cafeteria \$200 Kitchen Coffee dessert buffet Police Detail \$_Rate set by Police Dept.	x Technicians	0.00, 1.00, 1.00	
Playground/ \$100.00 Parking Lot +\$ 25.00 *Requires operators at additional charge. *Requires operators at additional charge.	Payable to I PS Food Sarvice	tor 200.	X Cotatonia 5200
Playground/ \$100.00 *Requires operators at additional charge. Rate set by Police Dept. Rate set by Police Dept. Fire Detail \$	buffet Revolving Fund. Duffet Revolving Fund.	atchen Coffee Idesser	
Parking Lot +\$ 25.00 charge.	Rate set by Police Dept.	*Peguires oper	
Rate set by Fire Dept.		charge	
Rentals for 3 days or more may be discounted 50% Administrative Fee (3% of labor)	Kate set by Fire Dept.		
Subtotal \$ Subtotal \$ Total \$		re may be discounted 50%	Rentals for 3 days or more may be discounted 50%

^{*} Both Organization Information Form and Facilities Request Form must be signed and submitted together prior to approval*.