



Maine Region Ten Technical High School

68 Church Road
Brunswick, Maine 04011-9765

Phone (207) 729-6622

Fax (207) 721-0907

TECHNICAL HIGH SCHOOL – FACILITIES RENTAL FEES

	PARTICIPATING UNIT		OTHER ORGANIZATION	
	School Day	Evening/Weekend	School Day	Evening/Weekend
Multi-Purpose Room	No Charge	\$15	\$25	\$45
Conference Room	No Charge	\$15	\$25	\$45
Lab/Shop Area (including classroom)	No Charge	\$25	\$45	\$65
Kitchen	\$20	\$35	\$45	\$65
Equipment	At the discretion of the Director and the Cooperative Board			

The above fees are for use of room only to cover cost of heat, lights, water, sewer, etc. Additional costs for food, refreshments, special services, supplies or charges for use of tools and equipment will be determined separately.

School functions including State Department of Education and charitable organizations will be billed for special services only. (kitchen, custodial, firemen or police, etc.)

Liability insurance, if required, is the responsibility of the renting party.



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APPLICATION FOR USE OF FACILITIES AND EQUIPMENT

To:	Director, Region Ten Technical High School	Date:
From:		Phone:
Address:		Contact:
Organization:		
I request the use of: (room(s) and/or equipment – be specific)		
For: (describe the activity in detail)		
Dates:		
Start Time:	End Time:	
If tools and equipment are requested, please specify:		

I understand I will be charged a fee as outlined in Maine Region Ten Technical High School's Policy on the use of facilities, tools, and equipment, and that I am responsible for loss or damage thereto.

Signing this application further indicates acceptance of the rules as set forth by Policy 610.

Signature of Person Accepting Responsibility _____

(School Use Only)

- Approved
- Approved with the following conditions:
 - Proof of Liability Insurance
 - No tools/equipment to be used
 - No kitchen use
 - Other
- Denied

Fee to be paid per day:
Additional Costs:
Total:

**Please make checks payable to:
Region Ten Technical High School**

Policy No.601B

_____ Director