

FY 2025 Facility Use Fee Schedule
All Fees are Per Hour

Type of Organization	Auditoriums	Cafeterias	Classrooms	Gyms
<p>GROUP A This group includes Boy Scouts, Girl Scouts, and other youth groups designated as Patriotic Organizations under federal law, other school program-related or instruction-related organizations, bona fide ACPS alumni organizations, the Department of Recreation, Parks and Cultural Activities and other Alexandria City government organizations designated partners of ACPS including PTAC and local PTAs , and organizations with an existing Memorandum of Agreement (MOA) specifying facility use as in-kind services.</p> <p>Facility use fees are waived for this group if documentation is provided to demonstrate authenticity of the above group and authority to act by the specific group member submitting the Request Form and proper arrangements for such use can be made through the Office of Educational Facilities and the School Principal.</p> <p>Civic associations, elected officials and organizations whose function is to represent candidates for local or state elected office are included in this classification. When the purpose of an event held by these groups is political fundraising, they will be charged Group B Facility Use Fees.</p> <p>Organizations included in Group A will still be responsible for applicable custodial security and "additional service" fees.</p>				
<p>Although facility use fees are waived for Group A organizations, applicable custodial, security and "additional service" fees will still be charged.</p>				
<p>GROUP B This group includes all nonprofit organizations that are not designated partners of ACPS or included in Group A above.</p> <p>This group also includes civic associations, elected officials, and organizations whose function is to represent candidates for local or state elected office when holding political fundraising events.</p>	High School \$200.00 Middle Schools \$150.00 Elementary Schools \$100.00	High School \$125.00 All Other Schools \$80.00	All Levels \$30.00	High School \$200.00 All Other Schools \$100.00
<p>GROUP C This group includes all organizations who do not qualify for inclusion in any category identified above.</p>	High School \$400.00 Middle Schools \$350.00 Elementary Schools \$300.00	High School \$475.00 All Other Schools \$250.00	All Levels \$40.00	High School \$575.00 All Other Schools \$350.00

FY 2024 Facility Use Fee Schedule – Additional Service Fees

***Use of Parker-Gray Stadium at Alexandria City High School will be limited to ACPS-approved events, as stipulated in Policy KG.**

All requests for such events must be made by submitting a Request Form to the Superintendent or Superintendent's designee.

****The cost of Minnie Howard will be consistent with elementary use fees.**

The rates listed above are for rental only. Additional fees are shown below.

1. Custodians (based on need, weather, type of program, estimated attendance). All groups are required to pay these fees, as applicable to the specific event.
 \$60.00 per hour/per custodian – Outside Regular Hours and/or Weekend
 (Custodial fees begin 30 minutes prior to the beginning of the facility use and end 30 minutes after the event concludes.)
2. The following fees are charged if the requested use requires additional ACPS staff or equipment. All groups are required to pay these fees as applicable.
 P.A. Operator: \$50.00 per hour (4 hour minimum)
 Activity Supervisor: \$25.00 per hour (4 hour minimum) – Alexandria City High School Only
 Kitchen Personnel: \$30.00 per hour (Food Services Contract Required)
 Sound System: \$40.00 per hour
 Stage Lights: \$12.50 each
 Piano: \$25.00 per use
 Special Trash Pick-Up: \$200.00 flat fee
 Kitchen Equipment: \$12.00 flat fee
3. Events which required additional cleanup besides routine custodial work will be charged a cleanup fee. This includes but is not limited to events in which refreshments are served, craft activities are involved, or there is use of locker rooms. All groups are required to pay this fee when the event qualifies.
 \$125.00 (Gym, Cafeteria, Auditorium)
 \$ 17.50 (per classroom rented)