

<p style="text-align: center;">STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i></p> <p style="text-align: center;">POLICIES AND GUIDELINES</p>	THE SCHOOL COMMUNITY	VI-A-5
	Use of School Facilities FEES AND DISPOSITION OF FUNDS	
	Adopted:	05/07/97
Reviewed:		
Page	1 of 2	

COMMUNITY USE OF SCHOOL FACILITIES
Fees and Disposition of Funds

GUIDELINES

1. Fee schedule: Rates for the rental of school facilities will be calculated according to the fee structure that forms part of this policy. Fees are categorized according to the part of the facility being used, the classification of user, the length of time the facility is being used, and the actual costs for labour and materials associated with the use.

2. Security deposit: In addition to the regular fee structure, the Strait Regional School board may require that a security deposit be made. The Board reserves the right to deduct from a security deposit any amount that is determined to be owing as a result of damage or breakage to school property, and to levy such additional charges as are necessary to make restitution for damage.

3. Additional fees may be levied to cover excessive use of utilities such as electricity.

4. Form of payment: The school principal will accept payment by cash, or cheque/money order payable to the Strait Regional School Board. A certified cheque may be required. No permits for the use of school facilities will be issued until all prescribed fees have been received by the principal.

5. Disposition of funds: All funds collected through the rental of school facilities will be forwarded to the Director of Finance and Operations at the Board's Regional Office, who will arrange for their disbursement. Procedures for the accounting of fees received and charges levied under this policy will also be the Director's responsibility.

5.1 The portion of fees that represents labour and other assessed costs will be deposited to the accounts of the Strait Regional School Board.

5.2 The portion of fees that represents security deposits will be reimbursed to the user, in whole or in part, depending on the outcome of post-use inspection of the facility.

<p style="text-align: center;">STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i></p> <p style="text-align: center;"><i>POLICIES AND GUIDELINES</i></p>	<p style="text-align: center;">THE SCHOOL COMMUNITY VI-A-5</p>
	<p style="text-align: center;">Use of School Facilities FEES AND DISPOSITION OF FUNDS</p>
	<p>Adopted: 05/07/97 Reviewed:</p>
	<p>Page 2 of 2</p>

5.3 The remaining portion of the rental fee, if any, will be credited to the account of the individual school whose facilities have been used.