

USE OF FACILITIES FEES (E 1330 a)

<u>Fee Schedule</u>	<u>Non-profit / Partner</u>	<u>For-Profit / Others</u>
Processing Fee	\$10	\$10
Main Office		
Board Room	\$30 / hour	\$50 / hour
Conference Rooms <i>(ESS, Superintendents, HR)</i>	\$15 / hour	\$35 / hour
Training Room	\$20 / hour	\$40 / hour
Morro Road Education		
Conference Room #107	\$20 / hour	\$40 / hour
MOT Building		
Large Conference Center	\$25 / hour	\$40 / hour
Conference Rooms (#1, #2)	\$15 / hour	\$35 / hour
Downstairs Classroom <i>(CTE use only)</i>	\$15 / hour	\$30 / hour
Studio	\$35 / hour	\$45 / hour
Loma Vista Community School		
Classrooms	\$15 / hour	\$25 / hour
Conference Room	\$15 / hour	\$35 / hour
Kitchen	\$20 / hour	\$30 / hour
Gymnasium	\$35 / hour	\$45 / hour
Rancho El Chorro Conference Center (4 hour minimum)		
Full Site Grounds Including	\$50 / hour	\$70 / hour
Bath House		
Large Auditorium	\$30 / hour	\$50 / hour
Conference Room	\$15 / hour	\$25 / hour
Room #20	\$15 / hour	\$25 / hour
Kitchen and Cafeteria	\$20 / hour	\$40 / hour
Yurt Village #1 - <i>Classrooms & Restroom</i>	\$15 / hour	\$25 / hour
BBQ Lower Picnic Area Only	\$15 / hour	\$25 / hour
Yurt Village #2 and Restroom / Bath House	\$250 each yurt	\$350 each yurt
<i>3 Yurts total, each sleep 20, 24 hour use</i>		
Cabins	\$150 each cabin	\$200 each cabin
<i>21 cabins total, each sleep 8, 24 hour use</i>		
Rancho Vista Cabin	\$300 / day	\$350 / day
<i>Sleeps 10, 24 hour use</i>		

Rancho El Chorro Conference Center continued on page 2

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Alcohol Use Permit (+ app. ABC License)	\$350 plus proof of alcohol permit*
Security Deposit for Rancho El Chorro use	\$1,000 plus 50% of the cost of use
Security Deposit for Kitchen use only	\$500 plus 50% of the cost of use

Additional Rates & Contacts

Custodian / Maintenance Services	\$40 / hour (4 hour minimum)
Engineer/Equipment Boardroom or Studio	Call Michael Garrett (805) 782-7290
SLOCOE Catering	Call Jacob Marshall (805) 782-7287
Bus Transportation	\$40 / hour plus mileage & fuel (4 hour minimum) Call (805) 782-7250

Fee Considerations:

Non Profit Organizations: *nonprofit fees apply, plus overtime charges and additional fees when incurred by COE will also be passed on to users. Fee waivers will be at the discretion of the County Office Superintendent of Schools.

Waived fees can only exist through Superintendent recognized organizations in support of COE programs are such as the following::

*Employee Unions, PTA, CASTO, CASBO, ASCA, CSBA,
Cal Poly Extended Education, COE School programs/clubs/groups*

Youth-Only Membership Organizations: *Per Fee Schedule for non-profit groups

Youth-only clubs and groups, Youth-only sports organizations, Boy/Girl Scouts, Boys and Girls Club.

All Other Non-profit or For-profit Organizations: *Per Fee Schedule

All users will be charged at the overtime rate when the COE incurs overtime costs. (After 8 PM on weekdays, on weekends, and holidays). Overtime rates are established at an additional \$40/hour in addition to normal rental fees.

Additional Notes

- Organizations wishing to receive the non-profit rate must provide a valid 501(c)(3) on file with COE.
- All external users must provide proof of insurance before use request is approved.
- All user groups will be charged for-profit fees for events where admission is charged or contributions solicited and net proceeds are not to be expended for charitable purposes or for the welfare of COE students. This includes event participation fees.
- Damage to District facilities will be charged at replacement value.
- Use of COE kitchens requires approval by the UOF administrator and may require oversight by a certified food service worker. Costs associated with this oversight will be charged to the user group in addition to normal fees. Failure to leave the kitchen and dining room in its original clean state will automatically incur a minimum cleaning fee of \$200 and up to a charge of \$1,000. All users are subject to additional cleaning fees if cleaning is excessive.
- Users will be required to pay an up-front payment of 25% of the total estimated charges for the entire period of requested use. Single uses will be billed immediately after completion of use event. Extended uses will be billed on a monthly basis. Failure to make prompt and proper payments may result in revocation of use privileges until full payment is made.
- Continued non-payment will result in permanent revocation of use of facility. Excessive schedule changes may incur additional processing charges.