

LaPorte High School Performing Arts Center (PAC) Rental Use Information

Updated 1-9-2020

<u>Category</u>	<u>Description</u>
Class 1	<p>LaPorte Community School Corporation (100% La Porte School employees)</p> <p>Any organization or group directly connected with LaPorte Community School Corporation, including but not limited to: classes, school clubs, extra-curricular activities such as theater, bands, choirs, orchestras, student council, drama clubs, school sponsored athletics and other school sponsored organizations.</p> <p>FEE: No Rental Fee/No Custodial Fee unless the event creates an additional expenditure with necessary staff or other needs.</p>
Class 2	<p>Governmental Agency/Organization</p> <p>Any local governmental agency or governmental organization serving the citizens within the boundaries of the La Porte Community School Corporation. Use would be limited to non-partisan events. Groups may include, but not be limited to: City or County Government organizations, and Civic/Governmental entities including local law enforcement and fire departments.</p> <p>FEE: Applicable fees may be charged to cover personnel expenses associated with supervision, security, custodial services, and technical operation of the event.</p>
Class 3	<p>Community-based, Non-for-profit Organizations dealing directly with Community Youth</p> <p>An established IRS approved 501(c)3 or 501(c)4 organization or licenced state chartered non-profit whose goals are directed toward the youth of the La Porte Community School Corporation and whose membership is made up of at least seventy-five percent (75%) of residents of the School Corporation. IRS and/or state approval letters evidencing status must be provided. These groups may include, but not be limited to: Youth sports, 4H Clubs, and Scouts.</p> <p>FEE: A reduced facility rental fee will apply (see chart) along with applicable fees to cover personnel expenses associated with supervision, security, custodial services, and technical operation of the event.</p>
Class 4	<p>Community-based, Non-for-profit Organizations</p> <p>An established IRS approved 501(c)3 or 501(c)4 organization or licenced state chartered non-profit whose goals are directed toward the betterment of the quality of life for all residents of the La Porte Community School Corporation and whose membership is made up of at least seventy-five percent (75%) of residents of the School Corporation. IRS and/or state approval letters evidencing status must be provided. These groups may include, but not be limited to: Faith-based organizations/Churches, Kiwanis, Lions Club, and Jaycees.</p>

FEE: A facility rental fee will apply (see chart) along with applicable fees to cover personnel expenses associated with supervision, security, custodial services, and technical operation of the event.

Class 5 Private Business, Citizen, and For-profit Organization

Any private and/or for-profit firm whose interests are limited to the membership of said groups.

FEE: A facility rental fee will apply (see chart) along with applicable fees to cover personnel expenses associated with supervision, security, custodial services, and technical operation of the event.

A Criminal Background check will be required for any adult who is not a current LPCSC employee who will be working with children prior to the event. Required paperwork and fees are the responsibility of the individual obtaining the Criminal Background Check. District Facility Rental Terms/Conditions on the Corporation website (www.lpcsc.k12.in.us) apply including Hold Harmless Terms and Conditions and required Certificate of Insurance.

Class and associated fees for specific needs are listed on the attached table. Direct Costs refer to any direct expenses not covered in the table. These might include additional materials required such as paint, gaff tape, or other similar items. Possible fees may be charged for necessary staff dependent upon details of event. Any outside consultant is the responsibility of the renter.

All rental rates will be rounded to the nearest quarter hour. Performance rate begins one half hour before the start of the performance and end at the conclusion of the performance. Class 3, Class 4 and Class 5 renters must provide a 20% deposit of the rental fees when a contract is signed. All renters are responsible for any damage to the facility or equipment within the facility. Any damages will be charged to the renter.

All rental fees are due prior to date of use by check payable to: LaPorte Community School Corporation.