



**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
CENTER FOR THE ARTS**

MIS Form #114A  
Rev. 8/03

**USE OF FACILITY APPLICATION -- COMMERCIAL USE**

**THEATER COMPLEX:** Please indicate site. River Ridge Wesley Chapel  
 \_\_\_\_\_ **TIME:** \_\_\_\_\_ (AM) (PM) \_\_\_\_\_ (AM) (PM)  
 \_\_\_\_\_ **Date/Dates** \_\_\_\_\_ **From** \_\_\_\_\_ **To** \_\_\_\_\_

Name of Organization \_\_\_\_\_ Contact Person(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Use of facility will be for the following purpose \_\_\_\_\_  
 which the public **(will) (will not)** be invited for a \_\_\_\_\_ charge. No. of participants \_\_\_\_\_

Interviewed by \_\_\_\_\_ Telephone \_\_\_\_\_ In Person \_\_\_\_\_ In Writing \_\_\_\_\_

**Applicant agrees to adhere to all Pasco County School Board policies.**

Signature of Organization Official \_\_\_\_\_ Date \_\_\_\_\_

I. FACILITY CHARGES	No. of Times	Total
A. Daily Rate *	\$ _____	\$ _____
B. Per performance/rehearsal	\$ 300.00	\$ _____
C. Green Room/Band Room	\$ 200.00	\$ _____
<b>Sub-total Facility Charges</b>		<b>\$ _____</b>
<b>Florida Sales Tax (7%)</b>		<b>\$ _____</b>
<b>TOTAL: FACILITY CHARGES</b>		<b>\$ _____</b>

\*DAILY RATE: 1/2 day - 5 hr. max = \$600.00; Full day - 10 hr. max = \$1,200.00; Extended Day - over 10 hrs = \$1,500.00

(Certificate of exemption \_\_\_\_\_)

**II. TICKET SALES (District assesses a "Ticket Share Charge" based on the "# of Seats" times the "Ticket Cost" and the "Share %")**

	# of Seats	Ticket Cost	Share %	Ticket Share Charge
Ticket Sales Calculation	900 x	\$ _____ x	10%	<b>\$ _____</b>

**III. PERSONNEL CHARGES (cost per hour/4 hour minimum) (any part of an hour is considered an hour)**

	Cost	Est. Hours	Est. Total	Actual Hours	Total
A. Lighting Technician *	\$ 35.00	_____	\$ _____	_____	\$ _____
B. Sound Technician *	\$ 35.00	_____	\$ _____	_____	\$ _____
C. Stage Hands*	\$ 12.00	_____	\$ _____	_____	\$ _____
D. Administrator/Supervisor	\$ 36.00	_____	\$ _____	_____	\$ _____
E. Custodial	\$ 30.00	_____	\$ _____	_____	\$ _____
F. Security**	\$ 20.00	_____	\$ _____	_____	\$ _____
G. Other (Describe)	\$ _____	_____	\$ _____	_____	\$ _____
<b>TOTAL: PERSONNEL CHARGES</b>					<b>\$ _____</b>

\* Technicians MUST be Board personnel.  
 \*\* Theater management determines the necessity of security per event.

IV. MISCELLANEOUS CHARGES	Cost	No. of Hrs.	Total
A. Media Equipment	\$ 25.00	N/A	\$ _____
B. Grand Piano	\$ 100.00	N/A	\$ _____
C. Upright Piano	\$ 75.00	N/A	\$ _____
D. Piano Tuning	\$ 75.00	N/A	\$ _____
E. Utility usage/PER HOUR	\$ 22.00	_____	\$ _____
F. Sales Assessment	\$ _____	N/A	\$ _____
G. Custodial Supplies*	\$ _____	N/A	\$ _____
<b>TOTAL: MISCELLANEOUS CHARGES</b>			<b>\$ _____</b>

\*1/2 day = \$25; Full day = \$50

I. TOTAL: Facility Charges	\$ _____
II. TOTAL: Ticket Sales	\$ _____
III. TOTAL: Personnel Charges	\$ _____
IV. TOTAL: Miscellaneous Charges	\$ _____

V. TOTAL CONTRACT CHARGES \_\_\_\_\_  
**\$300.00 NON-REFUNDABLE DEPOSIT due at initiation of contract** \$ -300.00

Paid: Check \_\_\_\_\_ Date \_\_\_\_\_ (Deposit) **ESTIMATED BALANCE** \$ \_\_\_\_\_  
**FINAL BALANCE** \$ \_\_\_\_\_  
 Paid: Check \_\_\_\_\_ Date \_\_\_\_\_ **Balance/Refund Due** \$ \_\_\_\_\_

Rehearsal/Sound Check Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Rehearsal/Sound Check Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Performance Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Performance Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Performance Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Building should be open on this date \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Building should be open on this date \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Building should be open on this date \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

**CERTIFICATE OF LIABILITY INSURANCE (per school board guidelines) MUST BE PROVIDED.**

Application is approved <input type="checkbox"/>	Application is approved <input type="checkbox"/>
Application is denied <input type="checkbox"/>	Application is denied <input type="checkbox"/>
Principal/Date	Superintendent/Date