

Elgin Independent School District Facility Usage Fees

Full payment is required 5 business days prior to event. For long term agreements, payments must be made by the 1 st of each month.		
Personnel (2-hour minimum)	\$25 per hour per person (Custodian, Food Service) \$30 per hour per person (Technology)	
Classroom	\$50 per hour	
Kitchens	Elementary School Kitchen ▪ BTW Elementary ▪ Elgin Elementary ▪ Neidig Elementary	\$20 per hour
	Elgin Middle School Kitchen	\$40 per hour
	Elgin High School Kitchen	\$40 per hour
Cafeterias	Elementary School Cafeteria ▪ BTW Elementary ▪ Elgin Elementary ▪ Neidig Elementary	\$60 per hour
	Elgin Middle School Cafeteria	\$100 per hour
	Elgin High School Cafetorium	\$100 per hour
Athletic Facilities	Elementary School Gymnasiums ▪ BTW Elementary ▪ Elgin Elementary ▪ Neidig Elementary	\$30 per hour
	Flex Campus Gymnasium	\$50 per hour (Also requires the charge of an additional hour for electrical start-up costs)
	Elgin Middle School Gym	\$75 per hour (Tournament or playoff use=\$500 per day)
	Elgin High School Main Competition Gym	\$100 per hour (Tournament or playoff use=\$500 per day)
	Elgin High School New Gym	\$75 per hour (Tournament or playoff use=\$500 per day)
	Wildcat Stadium	\$600 for Activities/Events Other Than UIL Playoff Games \$2,500 for Football Playoff Games
	Old Football Stadium	\$400 per day
Admin	Auditorium	\$50 per hour + Personnel
	Training Room	\$50 per hour + Personnel
	Conference Room	\$30 per hour

Facility Usage Fee Estimate

Complete the information below and include on the *Request for Use of Facilities Form*.

Base Operations Fee	Type of Personnel	Number of Personnel	Personnel Costs	Total Usage Fee
Facility Hourly Rate = \$ _____	<input type="checkbox"/> Custodial	_____	X\$25 Per Hour = \$ _____ X # of Hours = \$ _____	Operations Fee= \$ _____
X Hours Used = _____	<input type="checkbox"/> Technology	_____	X\$30 Per Hour = \$ _____ X # of Hours = \$ _____	Personnel Cost=\$ _____
X Number of Days = _____	<input type="checkbox"/> Food Service	_____	X\$25 Per Hour = \$ _____ X # of Hours = \$ _____	Total=\$ _____
Total Fee = \$ _____	<input type="checkbox"/> Athletic	_____	X\$100 = \$ _____ Total Fee = \$ _____	