



General Information, Fees and Costs for Use of Ripon Unified School District Buildings, Grounds, and Equipment

1. The Use of Facilities Request Form needs to be returned to the appropriate school site at least three (3) weeks prior to the date of use.
2. Groups which cannot be readily determined by the criteria on the group schedule of fees may be evaluated by the district administration and a use fee arranged.
3. School use of facilities will take precedence over community use. To minimize potential conflicts, facilities may be reserved no more than 90 days prior to the activity.
4. All assessed fees and deposits shall be paid by the user group prior to the scheduled use.
5. The security and cleaning deposits will be required for all uses. These deposits will be refunded if there is no damage to the facilities and it is not necessary to clean the facilities after use.
6. If there are repeated problems with facility security and cleanliness involving a group, district personnel may be assigned to supervise the activity. Cost will be charged to the user group.
7. Users of outdoor facilities will abide by city curfews and noise rules. Use will normally end at 10:00 P.M. and there will be no excessive noise generated after that time.
8. In the event there are requests for the use of multiple facilities at the same time, the district will coordinate charges to minimize the expense to the user. This will normally occur for uses in times other than regular use times because there are costs for district personnel built into the rates.
9. Requests involving time and material shall be evaluated on an individual basis.