

**GATEWAY REGIONAL HIGH SCHOOL DISTRICT**

775 Tanyard Road  
Woodbury Heights, NJ 08096-6218  
856-848-8203

**APPLICATION FOR USE OF SCHOOL FACILITIES**

Complete (both sides) and send to the Office of the Board Secretary at the address above.

Date of Application: \_\_\_\_\_

The undersigned hereby makes application for the use of the school facilities indicated below and acknowledges receipt and understanding of rules and regulations of the Board of Education for community use of school property:

Person who will be in charge and present during rental period: *(please type or print)*

**Name:** \_\_\_\_\_ **Telephone:** (Day) \_\_\_\_\_

**Address:** \_\_\_\_\_ (Mobile) \_\_\_\_\_

\_\_\_\_\_

**Signature** (person named above)

Name of Organization: \_\_\_\_\_

Signature of Executive Officer: \_\_\_\_\_

Name Title

Address City, State, Zip

(Day) Telephone (Evening or Mobile) Telephone

Purpose: \_\_\_\_\_ Number of participants: \_\_\_\_\_

Date(s) requested: \_\_\_\_\_

Hours required for use of property: Between \_\_\_\_\_ (access time) and \_\_\_\_\_ (exit).

Will there be an audience? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, estimate number \_\_\_\_\_

Admission/Participation fee to be charged \$ \_\_\_\_\_

**\*\*\*Important\*\*\* -- You may not use the facility until you have received a fully signed copy of this application from the Board Secretary's office.**



**USE OF FACILITIES CHARGES**

**CAFETERIA (Capacity 425 adults):** (meetings, etc.) \$150.00

**CAFETERIA PLUS KITCHEN APPLIANCES:**

\$15.00/hour additional for each food service staff person

**SHOULD ORGANIZATION DESIRE TO HAVE BANQUET SERVED BY FOOD SERVICE COMPANY, IT WOULD BE NECESSARY TO CONTACT THE SCHOOL FOR DETAILS.**

|  |                     |
|--|---------------------|
| <b>CLASSROOM (Capacity - 30):</b>                            | 50.00               |
| <b>SIMON LECTURE HALL (Capacity - 60):</b>                   | 50.00               |
| <b>AUDITORIUM (Capacity - 600):</b>                          | 500.00              |
| <b>STADIUM:</b>  | 1,000.00            |
| <b>GYMNASIUMS (daily rate):</b>                              | 150.00/gym          |
| <b>HEALTH &amp; PHYSICAL EDUCATION ROOM (Capacity - 80):</b> | 50.00/room          |
| <b>ATHLETIC FIELD:</b> (does not include police protection)  | 250.00              |
| <b>OUTSIDE SPECIAL OFFICERS:</b>                             | 65.00/hour          |
| <b>JANITORIAL SERVICE:</b> (based upon event prep & cleanup) | 25.00/hour/employee |
| <b>SOUND AND/OR LIGHT TECHNICIAN FOR AUDITORIUM:</b>         | 25.00/hour          |

Adopted: 3/31/65  
 Revised: 6/27/90  
 Revised: 5/14/03  
 Revised: 6/8/05