

Quakertown Christian School Facility Rental Policy 2009-2010 School Year

50 E. Paletown Road

Interior Space:

Gymnasium

Weekday evenings 6:00 – 9:30 p.m.	\$60.00 per hour
Saturdays 8:00 a.m. – 6:00 p.m.	\$60.00 per hour

Classroom

Weekday evenings 5:30 – 9:00 p.m.	\$50.00 per hour
Saturdays 8:00 a.m. – 6:00 p.m.	\$60.00 per hour

Cafetorium

Seating available for 400 in “auditorium style” seating
Can accommodate up to 23 round tables at 8 per table
(Additional tables available upon request)

Weekdays 6:00 – 9:00 p.m. – No Kitchen	\$400.00 per event
	Up to 5-hour block
Weekdays 6:00 – 9:00 p.m. – With Kitchen	
For caterer	\$650.00 per event
	Up to 5-hour block
Saturday 8:00 a.m. – 7:00* p.m. – No kitchen	\$500.00 per event
	Up to 5-hour block
Saturday 8:00 a.m. – 7:00* p.m. – With kitchen	
For caterer	\$650.00 per event
	Up to 5-hour block

*Additional fee for clean-up/breakdown \$12.00 per hour (will be billed separately)

Rental prices with use of the kitchen are contingent upon availability of caterer we use – if no caterer is available, an additional \$20.00 per hour will be charged for a kitchen attendant based on availability.

Computer Lab – Call office for information and availability

Attendant Fee

QCS representative on site for length of rental \$12.00 per hour

Exterior Space

Athletic Field

One usage weekdays 6:00 – 9:00 p.m. (Maximum of 3 hours)	\$55.00 per event
One usage Saturday 8:00 a.m. – 9:00 p.m. (Maximum of 3 hours)	\$60.00 per event
Three or more times per season (Maximum of 3 hours per event)	\$50.00 per event

No use of restrooms

General field for large event – **use of one restroom** \$250.00 for 6 hours

Facility Guidelines for Renters:

- Party renting facility should report any damage to the custodian on duty. Contact the QCS rental coordinator at 215-536-6970 to make any adjustments to your contract.
- All additional equipment must be pre-arranged and pre-paid (i.e., scoreboard, kitchen attendant).
- Please be respectful to other rental groups by leaving the facility tidy and adhering to the time frame for which you have paid. We ask that each incoming group for the gymnasium remain in the adjacent hallway until the previous group has exited. Conversely, we ask that each group exit promptly so the next rental may enter.
- Reasonable rules of conduct while renting include:
 1. Appropriate, sportsman-like conduct and language free of insult/vulgarity is expected.
 2. Proper athletic footwear is required to participate in the gymnasium areas. Shoes should be wiped clean prior to entering the courts.
 3. All balls should remain in the gymnasium area (not in hallways or classroom areas).
 4. Equipment brought by renters must be removed at the end of the rental.
 5. Beverages and food are NOT permitted in the gymnasium area of Paletown Road site. Only water is permitted in the gymnasium area at Paletown Road school site.
 6. Food and beverages being served in the Cafetorium should remain in those respective areas and not be taken into other portions of the building (i.e., hallways, restrooms).
 7. Alcohol, illegal drug or tobacco use is prohibited in all Quakertown Christian School property.
 8. Music, if used, must be free of vulgarity and insult.
 9. There is a 25% non refundable deposit (applicable to final rental total) on all rentals other than long term agreements.
 10. Dancing, if part of planned rental activity, must be respectful and appropriate (no vulgar or suggestive dance styles).

In any case where these simple guidelines are violated, Quakertown Christian School reserves the right to terminate a rental agreement and any future rental options.

Reviewed 6/07