

To better serve our community and increase gym availability, the following building procedures have been adopted:

Building Rental Procedures for Securing a Contract:

- Requests for building rentals will not begin until 8:00 a.m. on August 13th, 2018
- Payment and Certificate of Liability Insurance must be presented at that time to secure rental
- phone and email requests will ***NOT*** be accepted until ***after*** August 17th
- It will be a first come/first serve basis

Night Times Available:

NEW GYM/FIELD RENTAL HOURS

- 1 ½ hr. increments =
- **GYM**
 - ❖ August -Mid-March: 1 ½ hr. increments = 6:45 -8:15 or 8:15 – 9:45
 - ❖ Mid-March thru May: 1 ½ hr. increments = 5:30-7:00 or 7:00-8:30
 - ❖ *** No gym rentals on Wednesday***
- **Softball Field Rental**
 - ❖ August – Sept = 5:30p.m. – 8:30 p.m.
 - ❖ Oct – Nov – no rentals due to Softball season at CMS
 - ❖ Dec – May (field and weather permitting) = 5:30 p.m. – 8:30 p.m.
 - ❖ Summer time – daylight hours

Cafeteria, CLIC and Discovery Room Rentals, times can vary. For the 2018-2019 school year, limited availability. Any questions you may have, please contact Michelle Van Wijk at 234-3040 or michelle.vanwijk@asd20.org