

## **INDOOR FACILITY RENTAL POLICIES**

The following policies apply to the rental of the following City facilities:

Armory Gymnasium – 160 South Water St.

City Place - 14 South Water St.

Frostburg Community Center – 27 South Water St.

### **City-Based Athletic Leagues/Teams/Organizations:**

Teams/Leagues/Organizations that regularly or occasionally use City athletic fields for practices and/or games are exempt from rental charges for special or occasional but not regular events. The City retains the right to require a security deposit or terminate this exemption on a case by case basis. This includes City-based athletic leagues or teams, and teams or departmental organizations from Frostburg State University, Allegany County Public Schools, and the Department of Juvenile Services. City-based basketball leagues/teams are not exempt from the Armory use fee which is used to recover a portion of the utility costs for the Armory Gymnasium.

### **City-Based Service Organizations:**

Defined as fraternal organizations or social clubs that are legal non-profit (501C3) entities or, as organizations listed as current projects with the Foundation for Frostburg. This does not include churches, political organizations, or employee unions. Organization must hold regularly scheduled meetings or special events in the City of Frostburg.

### **City-Based Service Organizations Providing a Direct Benefit to the City:**

Are exempt from rental charges for special events only, not regularly scheduled meetings. This would include FrostburgFirst, Frostburg House and Garden Club, Frostburg Lamp Post Committee and any other entity whose primary purpose as determined by the Mayor & Council is to benefit the City of Frostburg.

### **Other City-Based Service Organizations –**

Are exempt from rental charges for three (3) events per calendar year. This would include organizations that may hold regular meetings or special events in the City of Frostburg, but whose primary purposes are not designed to primarily benefit the City.

### **Regular Rental Rates:**

Any of the entities listed above that schedule events in either City Place or the Community Center on a regular basis are eligible for reduced rental rates. The reduction would be 25% for monthly rentals and 50 % for weekly rentals. This reduction requires a minimum of four (4) weekly or four (4) monthly rentals, a security deposit equal to one month's rent or \$150, whichever is greater is required.