

ATHENS-CLARKE COUNTY LEISURE SERVICES

REVENUE & PRICING POLICY

SECTION 1

POLICY DEFINITIONS

The following definitions are provided to clarify the meaning of terms used within this policy document:

I. TYPES OF FEES AND CHARGES

- A. Entrance Fees: Fees to enter a developed park, recreation area, cultural or historic area. Example includes Sandy Creek Park. This does not include buildings or enclosed structures which are categorized as admission fees.

- B. Admission Fees: Fees to participate in and/or view a special event. Example includes ACT performances.

- C. Rental Fees: Fees for the privilege of exclusive use of Athens-Clarke County (ACC) Leisure Services Department designated property or building structures for activities not associated with an ACC sponsored program. This fee may be set based on actual costs to ACC and/or market rate. Examples include facility room rentals, picnic shelters, athletic fields, or other park amenities.

- D. Program/Activity Fees: Fees for the participation in an activity such as a group program or instructional class, trips, tours, camps, clinics, workshops, etc.

- E. Sales Revenues: Revenue obtained from the operation of concessions and from the sale of goods and services. These fees may be established based on market rate criteria. Examples include arts and crafts supplies or merchandise related to programs and services.

- F. Non-County Resident Fees: Those additional fees charged to non-county residents for the use of ACC facilities, programs, etc.

- G. Special Service/Recovery Fees: Fees for supplying extraordinary articles, commodities, activities, materials, or services as an accommodation to the public and/or intended to recover a portion of the costs associated with a basic service. Examples include field preparation, field lights, staff, custodial, processing fees.

SECTION 5

FACILITY/EQUIPMENT RENTAL

- I. Reservations can be made only for those ACC structures identified as rental facilities and/or equipment. A facility can only be rented within posted operational hours, unless otherwise approved by the Department Director. If a request is granted for after hours use, all operating expenses incurred will be added to the established facility rental fee.

- I. Equipment rentals must be used on ACC property or adjacent temporary site.

- II. No facility use requests should be guaranteed unless a facility/equipment use request has been submitted through the Facility Supervisor or Event Specialist. Facility requests must be made and fees collected prior to any scheduled facility or equipment use.

- III. The full rental fee is due before the rental/event date. Payment in full is due no less than thirty (30) days in advance of the rental date. Failure to submit payment before the deadline may result in loss of the reservation. No rented facility will be occupied prior to receiving payment.