

Stephanie Camacho

From: Stephanie Camacho
Sent: Thursday, February 5, 2026 11:02 AM
To: 'swing@hardee.k12.fl.us'
Cc: Melodie Kincaid
Subject: Auditorium Rental Application
Attachments: Special Event Application - Revised 2024.pdf; Resolution 2024-08 Facility Use Policy.pdf

Hi Stephanie,

I've attached the application, along with our facility use policy.

Please use the comment section on the application to indicate the specific dates/times that you will use the facility.

After discussing with the City Manager, we are inclined to charge the half day rates for all days, considering you will only be using the facility for a few hours at a time.

Rehearsal dates:

April 27th-30th and May 4th-7th (4:00-8:00 pm) \$250 per day = \$2,000

Show dates:

May 8th-10th (arriving at 4:00/5:00 pm, show starting at 7:00 pm) \$250 per day = \$750

Total rental fee: \$2,750 plus 6.5% tax (\$2,928.75) unless you are able to provide a tax exempt certificate.

As discussed, the City Manager will waive \$1,000, as authorized by City policy. If you would like to request a waiver of additional fees, we can schedule this for discussion at a City Commission meeting. Our next meeting is next Monday, February 9th at 6:00 pm. Keep in mind, I would need the application back by 10:00 am tomorrow in order to make this agenda. If that is too soon, we can include it on our workshop agenda for Monday March 2nd at 5:00 pm.

Let me know how you'd like to proceed.

Have a great day!

Stephanie Camacho

City Clerk | Human Resources
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