



## Falls Park Sports Field Use Agreement

Adam Christenson, Programs Director #317-519-9506

Park Office #765-778-2222

### General Information

- A field use application must be made 30 days before the field reservation.
- Falls Park reserves the right to deny field use for maintenance or safety conditions.
- Renter must submit a proposed use schedule with application.
- Falls Park sponsored events/activities have scheduling priority over all other uses.
- No alcohol, glass containers, or pets are allowed at sports fields.
- No private vehicles are allowed on sidewalks.
- Falls Park requires a brief written plan for the sale of concessions.
- Before leaving, after each use, the facility must be cleaned up with trash being placed in appropriate containers. This includes fields, restrooms, and parking area.
- No alterations of buildings or grounds are permitted without permission of Falls Park superintendent.
- Renter is responsible for the cleanliness of restroom facilities if included in the agreement.

### Renter/Responsibility/Liability

- Renter is solely responsible for any damages, accidents or injuries to person(s) or property resulting from use of the Fall Park fields. Renter is responsible for the control and supervision of the players, spectators, etc. during renter's event. Violation of this provision can result in denial of future usage of Falls Park facilities.
- Parks Department will drag the field within 24 hours of the event.
- Parks Department will provide Renter with hand drag, field liner, bases, rake, a key to the storage shed, and restrooms.

### Financial Obligations

- Renter agrees to pay Falls Park \$35.00 per hour+ 7% sales tax, or a maximum of \$100.00 per day+ 7% sales tax, per field, for the use as outlined in the submitted schedule.
- Renter agrees to pay Falls Park an additional fee of \$10.00 + 7% sales tax per hour, per field, for the use of lights.
- A \$250.00 deposit will be collected at the time of reservation. Parks Department will verify condition of the facilities within 48 hours of completed event. If all is well, the deposit will be refunded within 14 business days. Any cleaning or repair needed to be done by Parks Department will be subtracted at \$10.00 per hour plus materials.
- All fees are due 7 days prior to the scheduled event.
- Any additional use will be charged on a case by case basis.
- Fees for charitable or non-profit organizations may be waived.



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### Cancellation Policy

Falls Park reserves the right to cancel any activity due to weather, unsafe playing conditions, or reasons that may endanger the health, safety, or welfare of the players and/or the public.

- If Falls Park cancels the event before the start date, 100% of the rental fee will be refunded.
- If Falls Park cancels the event once in progress due to reasons not caused by the renter or participants, rental fees will be refunded on a pro-rated basis.
- If Falls Park cancels the event due to reasons caused by the renter or participants, no rental fees will be refunded.
- Falls Park reserves the right to cancel an event if false or incomplete information is submitted which will substantially affect the risks or circumstances of a rental. If this occurs, no rental fees will be refunded.

### Insurance requirements

- All field rentals require a certificate of insurance naming the Town of Pendleton/ Falls Park, it's director's agents or employees as additional insured and provide at least \$1 million of general liability coverage. Insurance coverage is accepted by 1.) Proof of insurance by a recognized sanctioning organization (such as ASA, NSA, USSSA) or 2.) Providing a Certificate of Insurance from an insurance carrier.
- Proof of Insurance must be received at the time of the payment.



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## Application

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_  cell  home  other \_\_\_\_\_

Secondary Phone: \_\_\_\_\_  cell  home  other \_\_\_\_\_

Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Rental Date(s): \_\_\_\_\_

Times of Use: \_\_\_\_\_

Field(s) Requested: \_\_\_\_\_ Total # of Fields: \_\_\_\_\_

Alternate Field: \_\_\_\_\_

Type of activity: \_\_\_\_\_

Concessions sales plan: \_\_\_\_\_

Insurance Coverage: \_\_\_\_\_

Is this activity sanctioned? No Yes ASA USSSA NSA \_\_\_\_\_

## Tournament Information

Name of Tournament/Classification: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Admission Charge/Amount: \_\_\_\_\_

Officials Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Special Needs or Equipment Request: \_\_\_\_\_

*I have read, understand, and agree to the information presented in this agreement*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*