

Springfield Township
Facility Rental Agreement for Athletic Fields

Applicant/Group Representative: _____

Group/Organization: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Additional Phone Number: _____

Field Requested (Location & Which Field): _____

Pitching Distance: _____ Feet Base Distance: _____ Feet

Dates/Days: _____ **(Please Attach Schedule)**

Weeks Used: _____

Hours Requested: _____

Number of Attendees Expected: _____

The applicant agrees to pay a rental fee of \$_____ which will hold the date of the above noted field usage. Any damages, loss of equipment or improper cleanup will be charged to the applicant. Users of athletic facilities must obey all rules and regulations. **A copy of the rules and regulations are on the reverse of this application.**

Cancellation Policy: All cancellations are subject to a \$ 5.00 non-refundable fee. For any cancellations made less than ten (10) business days prior to the event or activity, the entire fee is forfeited. Please see the Facilities Use Policy for details.

Athletic Field Use Rules

- A. Please leave the park clean - dispose of all waste in designated receptacles.

- B. Reservation is for the designated athletic field only. All other park attractions and facilities are open to the public.
- C. In the event the organization is an athletic league, the organization shall provide Springfield Township Parks and Recreation with a complete schedule of all games and practices to be played at the Parks and Recreation facilities, and proof of liability insurance naming Springfield Township Parks & Recreation in the amount of \$100,000.00.
- D. In the event a Springfield Township Parks and Recreation program or function conflicts with an organization's use of the athletic field identified in this agreement, the Parks and Recreation's program or function shall have priority and the conflict will be resolved by the organization's rescheduling its use of the athletic field.
- E. Springfield Township Parks and Recreation shall have the absolute right and discretion to cancel this agreement and any permission granted to the organization to use the park facilities in the event the organization fails to fully satisfy the rules set forth in this agreement, provided Parks and Recreation has given written notification to the organization of the specific rule infraction(s) and a reasonable time to correct any infraction(s) prior to cancellation.
- F. Organizations making the reservation shall be responsible for the supervision of parking and the supervision and control of spectators.
- G. Organizations and spectators shall follow all Park Use Rules as defined below.

Park Use Rules

- A. Glass containers are not permitted on park premises.
- B. Unauthorized vehicles are not permitted on the grass or paths, except for motorized wheelchair and/or similar devices for people with a disability.
- C. Fires are permitted in designated areas only. All fires must be extinguished and coals must be deposited in designated receptacles.
- D. No dumping is permitted, including personal trash or yard waste.
- E. The sale, use and possession of any controlled substance is expressly prohibited, including but is not limited to, alcoholic beverages, beer, wine, wine coolers and other spirits in all parks of Springfield Township unless stated by the Springfield Township Park Commission. Smoking is prohibited on or within fifty (50) feet of any athletic field, play structure or recreation activity of Springfield Township Parks and Recreation.

- F. All pets must be on a 6-foot leash and restrained by the owner. Pets are not permitted in the playground areas or on the athletic fields. Pet owners are responsible for picking up and disposing of, from any park area, their pet's feces into designated trash receptacles.
- G. Park hours are from dawn to dusk. Vehicles are not permitted in any park after closing.
- H. No golf, of any kind, is permitted on park athletic fields.
- I. Dispose of all waste in designated trash receptacles.
- J. Children twelve years of age and younger must be supervised by an adult at all times.

Liability Insurance Requirements

- A. In the event the organization is an athletic league, a certificate of insurance indicating comprehensive general liability coverage of not less than \$ 100,000.00 C.G.L. and naming Springfield Township Parks and Recreation is required. Certificates must be delivered to the Parks and Recreation Director or his/her designee prior to issuance of any permit under this Policy.
- B. The liability of Springfield Township Parks and Recreation for failure to honor an issued permit for use of the athletic fields in any park as a result of 1) an act of God; 2) condition of the facilities; 3) or other condition beyond the reasonable control of Springfield Township Parks and Recreation, shall be limited to:
 - 1. Providing a mutually satisfactory alternate date and/or time for the event or activity scheduled under the permit.
 - 2. Refund of any monies received by Parks and Recreation from the applicant/permit holder as a result of a specific permit.
- C. Liability waiver: Participants on teams must sign a hold harmless liability waiver indemnifying Springfield Township Parks and Recreation from any and all claims resulting from injuries, damages or losses sustained or associated with the use/program.

The applicant, group, and/or league utilizing the equipment or facility under the terms of this agreement, agrees to indemnify and hold harmless and defend the Springfield Township Parks and Recreation, its officers, agents, and employees from any and all claims resulting from injuries, including death, damages, and losses including, but not limited to the general public, which may arise or may be alleged to have arisen out of or in connection with the applicant, group or leagues' use of the equipment of facility.

Signature of Applicant

Print Name Here

Date

Parks & Recreation Employee

Print Name Here

Date

For Parks & Recreation Use Only

Reservation Fee Received On: _____ Confirmed By: _____

Insurance Certificate Received On: _____ Not Required: _____