

Athletic Field Rental Request/Usage Policies and Procedures

All requests for use of City of Greenville Athletic Fields will go to the Greenville Recreation and Parks Department (GRPD) – Athletics Division. All requests will remain sealed until a designated date, at which time they will be opened and placed in priority order. Failure to comply with the following policies and procedures may result in the cancellation of your current event and may affect organizations being allocated fields for future dates. Any organization in violation of the rules and regulations are subject to a possible fine, cancellation of scheduled use and/or denial of future use at the discretion of the Athletics Manager.

Field/Date Request

The Athletic Manager or their designee will review all requests and allocate fields using the following criteria as a guideline:

1. City of Greenville Recreation and Parks sponsored event
2. Recurring Events – events occurring on the same weekend at the same location at least 3 years in a row.
3. Youth tournaments (base distance not to exceed 70’ feet except Guy Smith 90’)
4. Any request designating a World, National or State tournaments.
NOTE: Proof of being awarded the tournament must be submitted no later than one month after receiving notification of approved field allocation from GRPD.
5. Any request designating multiple day events.
6. Rentals guaranteeing a minimum rental of 5 fields.
7. Adult tournaments
8. Other tournaments

Initial _____

Field Rental Rates

See Attachment A. Field Rental Rate/Miscellaneous Fees

Invoices

Organizations will be invoiced for the specific date(s), time(s) and all other expenses incurred and agreed upon, approximately one (1) week after your event is completed. *The renter hereby agrees to submit payment to the City within fourteen (14) days of receiving the City's invoice that is generated in accordance with the field rental terms.* Any unpaid balance remaining after the fourteen-day period will result in the cancellation of future rentals and denial of future rental request as well as the invoice being sent to collections and the City filing a civil action against the renter for the remaining money that the renter owes the City.

Deposits/Refund Policy

Upon receiving confirmation of the allocated date(s) and time(s) for 2022 each organization must submit a completed copy of the Athletic Field Usage Policies and Procedures (included in this document) along with a certificate of liability insurance, including an endorsement page (Form CG 2026) of the policy. A non-refundable field rental deposit (\$250 per tournament) for each tournament will be required. The deposit will be applied to the overall balance owed for each tournament. Failure to submit the required documentation and deposits by the specified deadlines will result in the organization's allocated dates being released. The deadlines are as follows:

Insurance

A certificate of liability insurance for bodily injury and property damage must be provided by your organization. The amounts of such shall not be less than \$1,000,000 for each occurrence of bodily injury and property damage and \$2,000,000 for general aggregate. The City of Greenville, its officers, employees and agents shall be named as additionally insured under the insurance policy, which requires an Additional Insured Endorsement Form (CG2026). A certificate and endorsement evidencing such insurance coverage shall be furnished to the Recreation and Parks Department and contain the provision that the City of Greenville be given thirty days written notice of any intent to amend or terminate the said insurance by the organization or the insuring company. The insurance company must be authorized to do business in the State of North Carolina. The insurance must remain current and in full force during the term of the agreement.

See Attachment B - Certificate of Liability Insurance & Endorsement Example

Initial _____

Indemnification

Your organization agrees to indemnify and save harmless the City of Greenville, its officers, agents and employees against all claims, actions, lawsuits and demands, including reasonable attorney fees, made by anyone for any damages, losses or injury of any kind, including environmental, which may arise as a result of the organizations negligence in performing, or as a result of, work pursuant to this agreement. The city of Greenville requires tournament organizers or organizations to sign a **Hold Harmless Agreement** (attached) stating the City of Greenville is not to be held liable for any injuries occurring while at GRPD facility.

See Attachment C – Hold Harmless Agreement

Non-Discrimination

Your organization agrees that in the performance of these services that you will not discriminate against any member of the public in the use of City facilities or in the delivery of City programs, services, or activities the basis of sex, race, gender, color, ethnicity, national origin, age, familial status, marital status, military status, political affiliation, religion, physical or mental disability, genetic information, sexual orientation, gender expression, or gender identity.

Weather Cancellations

Cancellations and weather delays prior to the first scheduled game each day will be determined by GRPD. Any resulting credits created thereby shall be awarded solely at the City's discretion. Games should be delayed or postponed on athletic fields that are not playable due to inclement weather. GRPD reserves the right to cancel any activity if they feel it could damage facilities. The tournament host will be responsible for managing all weather-related situations per the guidelines provided, which are subject to change. In the event any game is delayed due to lightning or deteriorating weather conditions, patrons, staff, players, and coaches will be notified and will need to seek shelter immediately in their vehicles. No coaches, players or staff will be allowed to remain inside the dugouts or on the fields during a delay. The tournament host shall contact GRPD staff in the event of inclement weather. GRPD staff, weather own site or not, have the right to monitor an inclement weather situation and provide further direction as needed.

See Attachment D – Inclement Weather Guidelines

Turf Maintenance

All fields will be prepared according to the specifications of the Tournament Director prior to the first game. Final specifications for all fields and game schedules **MUST** be submitted by **10:00 AM the Wednesday prior to the tournament**. Failure to meet this deadline may result in fields being released.

GRPD may provide city owned equipment, tools and supplies (rakes, lime dust and marking machine) for the organization if further re-marks/field maintenance as needed. Any chalk or lime dust used will be reflected in the final invoice. However, no city owned machinery or drags may be used by the organization.

Initial _____

Miscellaneous Fees

- **Gate Fees** - Organizations will be charged a flat rate of \$200.00 per event (reflected in final invoice) if an entrance/parking fee is implemented for spectators. Organizations must provide their own gate cashier/attendant.
- **Merchandise Sales** - Organizations will be charged a flat rate of \$200.00 per event (reflected in final invoice) to sell merchandise. Organizations may not sell any food or beverage products. GRPD reserves the right to inspect and/or refuse permission to sell merchandise.
- **Light Fees** - Organizations will be charged a rate of \$35.00 per field per hour for light usage (reflected in final invoice).
- **Drying Material** - \$12 per bag, includes labor (generally 10 or more bags required per field depending on weather conditions and amount of water on fields)
- **Temporary Fencing** – Installation, setup and breakdown of temporary fencing if requested 60-days in-advance with approval and payment at the rate of \$100 per field/per event.
- **Press Box/Score Keepers** - \$100 per tower/event and scorekeepers will not be provided by GRPD. Scorekeepers provided by the organization must be at least 18 years old to access a press box. The tournament host will be responsible for any broken or missing equipment and will be reflected in the final invoice.

Time Limits

Games may not be scheduled to start before 8 am or after 8:30 pm. NO EXCEPTIONS! All games must be completed by 11 pm. Park operating hours will not be extended in the event of inclement weather. Any remaining games should be pushed to the following day if allowed by GRPD.

Food, Drinks and Coolers

Food, beverages or coolers may **NOT** be brought into the parks where concession stands are operational. The only exceptions are for allergy restrictions and infant food. Some parks feature a picnic area available for use but barbecuing and/or grilling is not permitted anywhere in the parking lot. **The tournament director is responsible for notifying teams of this rule.**

Initial _____

Rules for Permitted Use of Athletic Fields

The sponsoring organization agrees to inform their participants and abide by the following rules and regulations established by the City of Greenville and the Recreation and Parks Department:

1. Authorized permission must be given to host any tournament play at GRPD facilities.
2. Sponsoring organizations must have an adult (21 years or older) on-site at all times. Contact information for the on-site staff will be provided to GRPD by the Wednesday prior to the tournament.
3. The sponsoring organization shall conduct the event in accordance with all generally accepted safety rules for the type of event being produced.
4. Sponsoring organizations agree to support and enforce GRPD's rules, regulations, and procedures set forth in this policy, and the City of Greenville ordinances.
5. The sponsoring organization will follow all Federal, State and Local laws as well as pertinent rules of the City of Greenville and GRPD.
6. The sponsoring organization shall not sublease the facility.
7. The sponsoring organization will be responsible for the conduct of the participants at the event and will take all reasonable steps to ensure such conduct is not disruptive and/or unruly and is in accordance with the pertinent rules of GRPD and all Federal, State, and local laws.
8. Sponsoring organizations are responsible for any costs associated with repairing any damage that occurs beyond the scope of reasonable wear and tear to the facilities, which may occur as a result of activities associated with your group. Documentation of any occurrences will be made, and responsible parties will be invoiced. Failure to pay the invoice for damages can result in forfeiture of future use until paid including court cost and attorney's fees.
9. GRPD and the City of Greenville are not responsible for any loss or damage to personal property while patrons are at a GRPD facility. This includes batted or thrown balls/bats inside or outside of the complex, including but not limited to personal injuries or damage to property, vehicles or equipment.
10. Sponsoring organizations are responsible for administering first aid to tournament patrons. Should 9-9-1-1 be called, facility staff must be notified.
11. Sponsoring organizations will be solely responsible for setting and collecting registration fees. GRPD is not responsible for any direct expenses of operating the tournament.
12. GRPD must approve all park banners and signage prior to being displayed.
13. If deemed necessary, the City of Greenville reserves the right to require the permit holder to obtain additional portable restroom facilities, special duty officers, dumpsters, etc., at their own expense.
14. GRPD prohibits the use of tobacco products in the designated dugout areas and on playing fields.
15. The possession and/consumption of alcoholic beverages and/illegal drugs are prohibited on City property. If alcoholic beverages and/illegal drugs are detected, Greenville Police Department will be contacted, and appropriate action will be taken. This could result in the cancellation of tournaments and future scheduled events at GRPD facilities.
16. Sponsoring organizations shall be responsible for the general clean-up of the facility. In the event the facility is not cleaned after the use of the facility, the user/organization will be billed for the cost of clean-up by Greenville Recreation and Parks Department. (Cost determined by staff)
17. Pets, skates, skateboards, rollerblades, bicycles, and motorcycles are not allowed inside the plaza areas.
18. Soft tossing and hitting into fences are prohibited.

Initial _____

19. No concealed handguns are allowed at recreation centers or athletic fields.
20. All patrons bringing pets to any facility must keep them on a leash and clean-up after them accordingly. Pets are not allowed on athletic fields at any time.
21. Pop-up tents must be secured to the ground at all times and not located behind home plate or in the bleachers.
22. All patrons, players, umpires and tournament staff must park in a designated parking space in the general parking areas. Parking in the staff parking and main entrance roundabout will not be allowed. Overnight parking is also not allowed, and all vehicles must be removed from the premise by 11 PM.
23. GRPD reserves the right to make changes to safety measures, facility capacity limits, schedules or any program related modifications during the season to ensure a safe environment. **Sponsoring organizations are required to provide a safety operational plan 14 days prior to the start of the tournament for approval.** All safety measures and guidelines are subject to change and are based on the local in state restrictions. Failure to adhere to guidelines and safety operational plans could result in the cancellation of the tournament and impact future rentals of City facilities.

The Recreation and Parks Department may deny an applicant scheduled use, or terminate use if it is determined that one or more of the following has occurred:

1. Required documentation is not submitted.
2. Any fees are not paid within the specified time frame.
3. A history of field damage, regulation violations, or inadequate supervision of attendees is noted.
4. Discrimination because of race, religion, color, gender, national origin, age, disability, sexual orientation or any other basis prohibited by state or federal law.
5. Participants of the requesting organization have demonstrated dangerous or violent behavior toward others or among themselves.
6. Organizations whose literature/stated philosophy promote hatred and/or violence.
7. Violation of regulations regarding concessions, advertising, and profit-making resulting from the use of public athletic fields.
8. Charging admission fees for games on public athletic fields without prior approval from GRPD.
9. Assigned/allocated fields are sublet or re-allocated without prior written approval from the GRPD.
10. Athletic fields are altered in any way (maintenance, bases, mounds, etc.) under any circumstance without prior approval from GRPD.
11. Any changes to the sanctioning/governing body and/or tournament director listed on the original rental request without prior written approval from the Athletic Manager or his/her designee.

Initial _____

If your group fails to maintain in full force and effect, the terms of this agreement, or fails to maintain standards or service required by this agreement, or in any manner fails to provide adequate service to the public or fails to observe and perform any other provisions, covenant or condition of this agreement, after receiving notice from GRPD specifying such failure, then, and in any such cases, immediately or a anytime thereafter, GRPD shall have the right to declare this agreement to be terminated. GRPD also reserves the right to object to any and all operations, practices or activities that in its sole opinion are unsafe, inappropriate, discriminate, or are contrary to the mission and philosophy of GRPD. All rules and regulations will be strictly enforced.

The applicant signature on the permit request will signify that the permit holder has read, understood, and will comply with the rules and regulations set forth. Any subsequent changes to the application, including but not limited to changes to the sanctioning/governing body or tournament director, must be submitted in writing and pre-approved by GRPD.

I, _____, represent that I am authorized to execute this agreement on behalf of the sponsoring organization on the _____ day of _____, 20_____.

Sponsoring Organization

Billing Address

Sponsoring Organization Signature

City, State, Zip

Title

Phone

E-Mail

Athletic Manager/Designee Signature

Date

Attachment A – Field Rental Rates/Misc. Fees

Baseball/Softball Fields		
Boyd Lee Park Complex	Complex per Weekend (Sat & Sun)	\$1,000.00
Evans Park Complex	Complex per Weekend (Sat & Sun)	\$1,000.00
Boyd Lee Park Complex	One Day (Sat or Sun)	\$450.00
Evans Park Complex	One Day (Sat or Sun)	\$450.00
Single Fields	Per Day	\$150.00

Miscellaneous Fees		
Gate Fee	Per Tournament	\$200.00
Merchandise	Per Tournament	\$200.00
Lights	Per Hour/Per Field	\$35.00
Scoretower	Per Tower/Per Event	\$100.00
Temporary Fencing	Per Field/Per Event	\$100.00
Re-Drags	Per Crew/Per Hour	\$35.00
Chalk	Per Bag	\$5.00
Drying Agent	Per Bag	\$12.00

Attachment B – Certificate of Liability Insurance Example

Please submit your certificate of liability insurance with the following requirements.

- 1.) Minimum insurance limits, including \$1,000,000 each occurrence and \$2,000,000 general aggregate in US Dollars.
- 2.) Insurance Company must be located and licensed to do business in the USA.
- 3.) The Insured Name on the certificate must be identical to the Legal Entity name listed on the exhibit contract.
- 4.) Policy number.
- 5.) Policy period must cover the dates of the contract period.
- 6.) Name the City of Greensboro, its officers, employees and agents as additional insured under this insurance policy, with respect to the operations of the named insured during use at any property or facility owned, rented or used by the City of Greensboro or the Insured.
- 7.) Additional insured endorsement (Form CG 2026) must be attached to the certificate.

CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)												
PRODUCER Insurance Agent/Broker Name Street Address City, State & Zip Phone Number		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.												
INSURED Vendor/Organization Name Contact Name Street Address City, State & Zip														
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURERS AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A:		INSURER B:		INSURER C:		INSURER D:		INSURER E:	
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COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.														
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<input type="checkbox"/>		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____				COMBINED SINGLE LIMIT (Each Occurrence) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
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<input type="checkbox"/>		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$								
<input type="checkbox"/>		OTHER												
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS <p style="text-align: center;">The City of Greensboro, its officers, employees and agents are additional insured under this insurance policy, with respect to the operations of the named insured during use at any property or facility owned, rented or used by the City of Greensboro or the Insured.</p>														
CERTIFICATE HOLDER			CANCELLATION											
City of Greensboro 1001 Fourth Street Greensboro, NC 27405			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE											
ACORD 25 (2001/08) © ACORD CORPORATION 1988														

Attachment B – Additional Insured Endorsement Example

Your Additional Insured Endorsement Form CG2026 (sometimes referred to as an Indemnification Binder) must list the following:

"The City of Greensboro, its officers, employees and agents are additional insured under this insurance policy, with respect to the operations of the named insured during use at any property or facility owned, rented or used by the City of Greensboro or the Insured."

The Policy Number on the endorsement page must match the policy number on the Certificate of Insurance.

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

The City of Greensboro, its officers, employees and agents are additional insured under this insurance policy, with respect to the operations of the named insured during use at any property or facility owned, rented or used by the City of Greensboro or the Insured.

Section II – Who is an insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part, by your acts or omission or the acts or omission of those acting on your behalf:

- A. in the performance of your ongoing operations; or
- B. in connection with your premises owned by or rented to you.

Note: Your insurance carrier must be located in and licensed to do business in the U.S.A

Attachment C – Greenville Recreation & Parks Department Hold Harmless Agreement

THIS RELEASE AND INDEMNITY AGREEMENT made and entered into by and between the undersigned and the Greenville Recreation & Parks Department, hereinafter referred to as the GRPD; for and on behalf of the City of Greenville, NC, its elected officials, agents, departments, managers, directors and employees, hereinafter referred to as the CITY; and _____, hereinafter referred to as the TOURNAMENT HOST.

WHEREAS, the TOURNAMENT HOST has requested permission to use the H. Boyd Lee Park softball complex, hereinafter referred to as the PROPERTY, for the purpose of hosting a softball/baseball tournament event, hereinafter referred to as the ACTIVITY. In order to induce the CITY to permit TOURNAMENT HOST to use the PROPERTY for the ACTIVITY specified, the TOURNAMENT HOST has agreed to release, indemnify, and hold harmless the CITY to the extent herein below provided.

NOW, THEREFORE, in consideration of being granted the right to use the Property, the "Tournament Host" hereby agrees to:

1. (i) RELEASE, ACQUIT, AND FOREVER DISCHARGE the City from any and all claims, losses, damages, or liability (present or future), on account of injury to persons or property, including injury resulting in death, arising out of or any way connected with the use of the Property for the Activity specified above, or for any other activity or activities at the Property by the undersigned "Tournament Host" during the term of this Release and Indemnity Agreement; and
2. (ii) INDEMNIFY, DEFEND, AND HOLD HARMLESS the City from and against any and all claims, losses, damages, or liability (present or future), and all costs, charges, and fees (including court costs and reasonable attorney's fees) related thereto, arising out of, or in any way connected with the use of the Property by the undersigned "Tournament Host", or anyone using the Property under the auspices of the undersigned "Tournament Host", or with the implied or express consent or the undersigned.
3. (iii) ASSUME any and all known, unknown, and unanticipated risks and hereby release, indemnify, and hold harmless the City, its officials, officers, employees, agents, consultants, and volunteers from any and all claims, demands, lawsuits, actions, proceedings, or liability caused by an accident, injury, damage or other occurrence resulting in bodily injury, death, sickness, disease, or exposure to, and illness from, an infectious disease, or damage to person or property in any nature whatsoever in connection with the rental or the rental space. I intend this Assumption of Risk to be binding not only for myself, but also on my heirs, executors, administrators, successors, or assigns, legal representatives, and any other person who may act on my behalf.

It is understood and agreed that the City makes no representation or warranty, express or implied, that the Property is suitable, safe, or appropriate for the Activity and that the undersigned "Tournament Host" assumes the risk of any loss, damage, or liability resulting from the use of the Property. The undersigned will not use or authorize anyone to use the Property for any activity except the Activity specified above except with the consent of the City or its duly authorized representative.

It is further understood and agreed that if any term or provision of this Release and Indemnity Agreement, or the application thereof to any person, firm, corporation, or circumstance shall, to any extent, be deemed invalid or unenforceable, the remainder of this Release and Indemnity, or the application of such term or provision to persons, firms, corporations, or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Release and Indemnity Agreement shall be valid and enforceable to the fullest extent permitted by law.

The undersigned declares and states that in the undersigned's official capacity and with authorization of the "Tournament Host" has executed this Release and Indemnity Agreement and that the City may rely on such representations of authority and capacity.

Name of "Tournament Host": _____ Date: _____

Signature of "Tournament Host": _____ Date: _____

Sanctioning Body of Tournament Event: _____ Date: _____

Attachment D – Greenville Recreation & Parks Department

Inclement Weather Guidelines

The City of Greenville has developed the following inclement weather guidelines to ensure early response in various inclement weather situations. The National Weather Service issues weather advisories, watches and warnings to inform the public of inclement weather. Staff will stay attuned to these advisories and modify programs accordingly. Inclement weather judgment calls to cancel, suspend, postpone and resume are case by case depending on the forecast, radar development and visual observations of the sky. Should any of the following triggers occur causing undesirable and unsafe conditions, staff will alert the cancelation, suspension or postponement of an activity by using a whistle, air horn or megaphone. Participants, volunteers and other staff will be directed to a safe location until the threat or danger has passed and activities can resume.

Weather events include:

- Extreme Temperatures
- Severe thunderstorms watch or warning
- Lightning
- High winds
- A tornado sighting or warning

EXTREME TEMPERATURES

HEAT ADVISORIES

The heat index ranges issued by the National Weather Service range from little danger from heat, 65 o - 81 o; too dangerous to health, 106 o - 115 o and above. High air temperatures and relative humidity distress individuals differently. Parents of children, adult participants and staff should take into consideration their own physical health conditions in making the decision to participate in an outdoor activity during a heat advisory. Proper hydration including the use of sunscreen, resting in shaded areas and wearing proper attire will be emphasized.

Action:

Staff will monitor heat index levels along with other weather-related variables to determine if an activity needs to be postponed.

WINTER WEATHER

Program modification may take place when temperatures are forecasted to be or fall below 40 degrees. Outdoor activities may be cancelled or moved indoors. If temperatures fall below 40 degrees during an activity, staff will monitor the situation and take action if necessary.

Action:

In the event of inclement weather involving snow and ice, program modification and a change to facility operating hours may take place. Any closings or adjustments to facility hours will be determined by the City Manager or Director of Recreation and Parks. Decisions regarding cancellations or adjustments to programs can be made by Recreation staff.

SEVERE THUNDERSTORMS

Staff will monitor all available weather alerts issued by the National Weather Service, media and what is visibly seen and heard while outdoors. A severe thunderstorm can produce damaging winds up to 58mph with heavy down pours, and possible hail. There is a potential risk of flying debris, localized flooding and lightning strikes.

LIGHTNING AND THUNDER

Program modification will take place when lightning is detected within 10 miles of the facility by radar, visual monitoring or if thunder is heard. Staff will monitor all available weather alerts issued by the National Weather Service, media and that is seen and heard while outdoors. Lightning is an electric spark discharge in the atmosphere, occurring within a thundercloud, between clouds, or between a cloud and the ground. Lightning is very dangerous and is accompanied by tremendous flashes and roars of thunder. Outdoor activities will be suspended when lightning is detected within 10 miles of the facility. The location of lightning can be determined by the NWS, a storm monitoring device and by counting time between thunder and lightning strikes. Once lightning is seen, count the number of seconds until you hear thunder. Divide the number of seconds by 5. The answer is distance in miles of the lightning. Therefore, 10 miles would be 50 seconds.

Action:

If lightning is seen, or thunder heard, immediately suspend outdoor activities. Seek shelter* immediately and avoid trees, canopies, or tents. No activity will resume until there is no less than 30 minutes from the last strike or from the last sound of thunder is heard. Staff will keep track of time to ensure activities are not resumed until it is safe. Once the threat and danger has passed staff will announce that it is safe for the activity or event to resume.

People who have been struck by lightning do not carry an electric charge. Therefore, it is safe to perform CPR, if needed. Ideally, injured persons are moved into a safe shelter. Lightning-strike victims who show signs of cardiac or respiratory arrest need emergency help.

WIND

Program modification will take place when strong gusts of wind are detected by radar. Staff will monitor all available weather alerts issued by the National Weather Service, media and take initiative to secure loose objects to prevent objects from becoming airborne projectiles.

Action:

In conditions of winds reaching 58 MPH or higher (according to NWS weather reports) outdoor activities are to be suspended. All participants and staff will be advised to immediately seek cover indoors or in an enclosed vehicle away from trees or areas where things can become airborne. Once the threat and danger has passed staff will inspect the area to ensure it is safe and announce that it is safe for the activity or event to resume.

TORNADO WARNINGS & WATCHES

A **Watch** means there is a potential for a Tornado, or the Tornado exists, and a **Warning** means it is happening or very likely to happen. Program modification will take place when a tornado warning is issued. Staff will monitor all available weather alerts issued by the National Weather Service and media. Immediate action will be taken to safeguard the health and well-being of all individuals in the immediate area.

Action:

When a tornado warning is issued within Pitt County, outdoor activities will be suspended. Staff will advise all participants, staff and spectators to immediately move indoors and seek shelter*. Participants and staff will be directed to an area indoors away from windows and doors. Staff will continue to monitor the location of the tornado and prepare participants to respond. Large gym areas will be avoided at this time. Staff will instruct participants to get under a heavy piece of furniture or inside interior closets if the tornado threatens the immediate area. Participants and staff will assume the protective position by squatting low to the floor and covering their head. Children, visitors and participants may need guidance to prepare for a tornado. Never remove a person from a wheelchair. Have them bend over safely and put their hands over their head. Once the threat and danger has passed staff will check the health and well-being of all participants, contact EMS if there are injuries, assess damage and guide participants to safety.

SHELTER*

Shelter is defined as an ideal safe structure or fully enclosed building with plumbing, telephone and electrical service, which aid in grounding the structure. A fully enclosed automobile or school bus with all of the windows rolled up is a reasonable shelter, although care must be taken to avoid contact with any metal inside the vehicle. Golf carts and convertible cars are not safe shelters. Dugouts and golf shelters are not safe shelters and are not grounded for the effects of lightning.

Avoid the use of shower facilities for shelter and do not use showers or plumbing during a thunderstorm electrical current from lightning can enter the building through plumbing connections. It is also unsafe to stand near utilities or use a landline telephone during a thunderstorm because of the risk of the current traveling through the lines. Cellular and cordless telephones are considered to be safe.

If a suitable safe shelter is not available, it is best to avoid tall objects (trees, light poles, etc.) that allow lightning an easy path to the ground. It is important to avoid being the tallest object. In an open field, people should crouch with their legs together, the weight on the balls of their feet, arms wrapped around their knees, and head down with their ears covered. The person should minimize contact with the ground and should not lie flat.

Inclement Weather Guideline Overview

Heat Advisories	Staff will monitor heat index levels along with other weather-related variables to determine if an activity needs to be postponed.
Cold Temperatures	Outdoor activities may be cancelled or moved indoors if temperatures are forecasted to be or fall below 40 degrees.
Thunder	Suspend outdoor activities for no less than 30 minutes from the sound. Advise all patrons and staff to move indoors.
Lightning	Suspend outdoor activities when lightning is detected within 10 miles* of the activity for no less than 30 minutes of the last strike. Advise all patrons and staff to move to move indoors. <i>* Location can be determined by the NWS, a storm monitoring device and by counting time between thunder and lightning strikes. Once lightning is seen, count the number of seconds until you hear thunder. Divide the number of seconds by 5. The answer is distance in miles of the lightning.</i>
Strong Winds	Suspend all outdoor activities when winds get 58mph or higher. Advise all patrons and staff to immediately move indoors or to an enclosed vehicle.
Tornado Warning	Suspend all outdoor activities. Advise all patrons and staff to immediately move to indoor shelter locations. Location should be an interior space away from windows and doors.
Shelter	A Shelter is defined as an ideal safe structure or fully enclosed building with plumbing, telephone and electrical service, which aid in grounding the structure. A fully enclosed automobile or school bus with all of the windows rolled up is a reasonable shelter, although care must be taken to avoid contact with any metal inside the vehicle. Golf carts and convertible cars are not safe shelters. Dugouts and golf shelters are not safe shelters and are not grounded for the effects of lightning.

2024 Field Rental Per Team Fees

(Fields will be dragged/marked prior to the first game each day.)

*Note: Rental rate is based on original pricing tier selected per day and will be verified by tournament bracket(s).

Tier 1

Full Weekend (Saturday & Sunday) _____ X \$1,000.00 = \$ _____

Tier 2

Saturday or Sunday _____ X \$450.00 = \$ _____

Additional Services

Drag/Mark fields per game _____ X \$35.00 = \$ _____

Chalk/per bag _____ X \$5.00 = \$ _____

Drying Agent/per bag _____ X \$12.00 = \$ _____

Scoretower/per tower/per event _____ X \$100.00 = \$ _____

Temporary Fencing/per field/per event _____ X \$100.00 = \$ _____

Outside Fields (if available) _____ X \$150.00 = \$ _____

Lights _____ X \$35.00 = \$ _____

Gate Fee _____ X \$200.00 = \$ _____

Merchandise _____ X \$200.00 = \$ _____

Deposit Fee (included within prices, non-refundable) _____ X \$250.00 = \$ _____

Total Fees: \$ _____