

ATHLETIC FIELD RENTAL FORM

RECREATION AND PARKS

RENTER (NAME): _____ TODAY'S DATE: _____

ORGANIZATION (IF APPLICABLE): _____ NON PROFIT: _____ Yes _____ No *(Must show proof)*

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE: (C) _____ (H) _____ EMAIL: _____

FIELD(S) REQUESTED: _____

DATE(S) DESIRED: _____ TIME: _____ to _____

PURPOSE OF RENTAL: _____ Anticipated Attendance: _____

Additional Details:

Ball Field Lights Requested: _____ Yes _____ No Date/s and Times Lights will be needed: _____

Field Preparation Requested (dragging, lining, etc.): _____ Yes _____ No

Date/s and Times Field Preparations will be needed: _____

(If multiple dates are being requested, please attach a copy of your requested dates and times including needs for lights or field preparations)

(Note – All light & field preparation requests require a 14 day notice and are subject to approval)

Athletic Field Rules and Procedures

1. Show rental permit upon request.
2. No alcoholic beverages allowed; no illegal drugs; no weapons.
3. The person in charge of using a facility shall be responsible for the conduct of individuals in the group and will also be held responsible for any damage to City of Greenville property. Groups or individuals failing to comply with the rules and regulations of the Recreation and Parks Department shall not be granted permits in the future.
4. Refunds will be granted if at least 10 days' notice is given.
5. Greenville Recreation and Parks Department has priority for all facilities if the need should arise.
6. Picnic shelters are a separate rental fee.
7. Users are expected clean up after each rental.
8. Use of athletic fields is prohibited when fields are too wet for safe play.
9. Rescheduling and/or refunds can be arranged if usage is cancelled due to inclement weather and the Athletic Staff is notified within 72 hours of the original rental.
10. Greenville Recreation and Parks Department prepares fields during its normal work week. A minimum of two weeks' notice is required for field preparations. No field work on Saturdays, Sundays or Holidays. Renters take field as is.
11. If deemed necessary by Recreation and Parks, personnel may be required for supervision at an hourly rate paid for by the renter.
12. For reservation information, call the Athletic Staff at 329-4550.
13. Park Curfew is 11pm.
14. Soft toss is only permitted at soft toss stations. Hitting into chain link fence is strictly prohibited.
15. Sale of food, beverages, merchandise, or charging admission is not allowed in the park unless written permission is granted and a vendor contract is signed.
16. Pets are not allowed on athletic fields. Pets must be on a leash and at all times while on City property. Pet waste must be cleaned up and properly disposed.
17. Requests for lights must be made at the time of the field application.
18. Renters are not allowed to drive any motor vehicle, minibike, or motorcycle in, over, or through any recreation area.
19. Abandoned or nuisance vehicles left on park property, may be removed without prior notice at the cost of the owner. Parking is only permitted in designated parking spots.
20. Any violation of the above rules may result in expulsion with denial of rental privileges.

**This form does not cover requests to use athletic fields for tournaments or competitive play.
For additional details regarding tournaments contact 252.329.4550.**

INCLEMENT WEATHER

If inclement weather prevents your use of an athletic field, you may reschedule your reservation or receive a household credit. You must call (252) 329-4550 within 5 days of the reservation.

CANCELLATIONS FEES FOR ATHLETIC FIELD RENTALS

Cancellations made more than 10 days prior to rental:
Cancellations made 1-9 days prior to rental:
Cancellations due to inclement weather and 5 days’ notice:

Full refund available
Full credit applied to GRPD Household Account
Full credit applied to GRPD Household Account; ability to reschedule

PERMISSION, RELEASE, AND ASSUMPTION OF RISK

In consideration of being allowed to rent an athletic field located at _____ with City of Greenville, Greenville Recreation and Parks Department (collectively the “City”), I hereby 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 Permission, Release, and 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.

For the same enjoyment of this rental by all participants, City staff has established rules and regulations and I agree that if I am injured, I hereby give permission to the physician or medical personnel selected by City staff to hospitalize, secure proper treatment or medication for, and to take whatever medical actions are necessary to treat me, and I authorize the physician or medical personnel selected to provide treatment deemed necessary by them.

I, _____, have read completely and understand fully the provisions and regulations of this reservation permit.

RENTER

Signature Date

Organization, if applicable

CITY OF GREENVILLE

Signature Date

Title

Office Use Only:

Athletic Staff Review _____ (initials)	Lights Scheduled for _____	Staff needed _____
Service Request Information _____	Service Request Submitted _____	
Additional Information _____		