



# ATHLETIC FIELD USE APPLICATION -- **GAMES**

Ber Juan Sportsplex, Schuman & Green Acres Fields

Park Update Line: (573) 364-0847

Reservations requested the day of the event may be taken at the discretion of the Parks & Recreation Department. Cancellations/modifications received less than 48 hours prior to the reserved date will not be eligible for refund/approval.

Applicant/Organization Name(s): \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening: \_\_\_\_\_ Cell: \_\_\_\_\_

Are the games for:  Youth (under age 16)  Adult

Date(s) Requested: \_\_\_\_\_

Field(s) Requested:  Kimmel  Morgan  Kwantes  Bayless  Wilson  Schuman  Green Acres

Start Time\*: \_\_\_\_\_ End Time\*: \_\_\_\_\_

Field Lights Needed? YES  NO  If yes, Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

\*Start and End Times MUST include setup and cleanup, if applicable.

Other information: \_\_\_\_\_

	Qty/Hour	User Fee	Fees Due	Requested Facility
<b>Sports Field Rental</b> <b>BASEBALL/SOFTBALL – Fields): # _____</b>				
<small>(check which applies and designate field # <u>above</u>; designate park name in the space to the right <u>below</u>)</small>				
<b><u>YOUTH</u> Field Use/Per Field</b>				
Field with lights (per field) Includes one field prep		\$40		
<b><u>ADULT</u> Field Use/Per Field</b>				
Field without lights (per field) Includes one field prep		\$40		
Light per hour (per day)		\$25		
<b>Additional items requested:</b>				
Portable Baseball Mounds per field		\$5		
Portable Fencing (Ber Juan only) per field		\$150		
Scoreboards per field		\$25		
<b>TOTAL USER FEES DUE</b>			<b>\$</b>	

1. Applicant understands that reservations are only for designed area/facility permitted and limited to activity listed. Use of other areas/facilities not listed on the permit will result in User Fees assessed and may be grounds for removal from City property.
2. Reservations requiring the use of scoreboards will be assessed a \$25 per field per day charge.
3. Reservations requiring the use of portable mounds (Baseball) will be assessed a \$5 per field charge.
4. Reservation requiring the use of portable fencing (Ber Juan Sportsplex only) will be assessed a \$150 per field charge.
5. Admission/gate fees shall not be charged to the general public to any City facility for any event without prior approval from the Parks & Recreation Department.
6. All sports field preparation shall be done by the Parks & Recreation Department.
7. Applicant agrees that tents, awnings, canopies and temporary structures or fences are not allowed without prior approval in writing by the Parks & Recreation Department.
8. Applicant is responsible for cleaning, trash disposal and any repairs necessary as a result of the event.
9. The City reserves the right to cancel or revoke any permit at its discretion.
10. Applicant agrees to indemnify and hold harmless the City of Rolla, its employees and agents for all liability claims arising out of the event.
11. Applicant agrees to call the Park Update Line at (573) 364-0847 prior to their event to make sure their rented facility is not closed due to unforeseen circumstances.
12. The City reserves the right to request a Certificate of Insurance showing the City as additionally insured with specific liability coverage as deemed necessary by the City.
13. Applicant agrees to comply with all City codes, applicable laws, regulations and orders of the City Administrator.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

For Office Use

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ If denied, list reasons: \_\_\_\_\_

Conditions of approval: \_\_\_\_\_

Permit Granted To: \_\_\_\_\_

Approved by: \_\_\_\_\_

User Fees: \$ \_\_\_\_\_ Deposit(s) required for: \_\_\_\_\_ Deposit: \$ \_\_\_\_\_  
 Check ( ) Cash ( ) Card ( ) Check ( ) Cash ( ) Card ( )

Amounts Paid: \$ \_\_\_\_\_ Rec'd by: \_\_\_\_\_

Concession/Vendor Use Fee owed: YES \_\_\_\_\_ NO \_\_\_\_\_ Due by: \_\_\_\_\_

Distribute copy of approved permit to APPLICANT.  
 Original to remain with the Parks & Recreation Department.