Community Sports Organization

**Athletic Fields & Courts USAGE APPLICATION**

The CCRD wishes to encourage the use of County facilities by the community as long as the use is lawful and does not interfere with the county recreation program. Community use of facilities is subject to the terms of County Policy and Procedures and the current schedule of user fees. Funds may be charged for the use of our facilities to help with facility up keep only. Permission to use a particular facility may be denied based on a belief that the activity proposed may not be in the county’s interests, or due to the level or previously scheduled use. No person shall be denied the full enjoyment of the facilities because of race, creed, color, sex, or origin.

NAME/ORGANIZATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NUMBER OF PARTICIPANTS: \_\_\_\_\_

CONTACT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CONTACT EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SPECIFIC FACILITY REQUESTED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DAYTIME PHONE \_\_\_\_\_\_\_\_\_\_\_\_\_\_

NATURE AND PURPOSE OF ACTIVITY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_ Athletic field (grass) \_\_\_\_\_\_\_\_\_ \_ Conf. Rm \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Custodian\_\_\_\_\_\_\_\_\_\_

\_ Athletic field (turf) \_\_\_\_\_\_\_\_\_\_ \_ Gym \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Kitchen\_\_\_\_\_\_\_\_\_\_\_\_

\_ Dance Studio**\_\_\_\_\_\_\_\_\_\_**

\_ Track \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Stage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_ Tennis Courts \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_Field Lights \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_Supervisor/Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATES TO BE USED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO \_\_\_\_\_\_\_\_\_\_\_\_\_\_ DAY OF WEEK \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Weekly Series: Mon\_\_ Tues\_\_ Wed\_\_ Thur \_\_ Fri\_ Sat\_ Sun\_

TIMES OF DAY/EVENING: FROM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_AM/PM TO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_AM/PM

**WILL ADMISSION BE CHARGED?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **WILL CUSTODIAN SERVICES BE NEEDED?** \_\_\_\_\_\_\_\_\_\_

*(Custodial services are restricted to unlocking and locking doors, operating lights, providing heat, setting up chairs and performing routine cleanup.)*

**FACILITY USAGE FEES** will be determined by the latest established rental rates. Payments of charges shown on the application form are to be made to Calhoun County in advance. Charges may be levied to cover the cost of additional services not covered in the original agreement or for damages or agreement violations. The county reserves the right to require and charge for custodial and/or other authorized county employees to be on the premises.

**AGREEMENT AND INSURANCE**

The Person or organization entering into this agreement with the Calhoun County Recreation Department for the use of facilities or equipment described above certifies that the information given in this application is current. The undersigned further state that he/she has the authority to make this application for the applicant and the applicant’s use of said facilities. Any accident involving injury to participants or damages to facilities or equipment occurring during the use of facilities or equipment will be reported to CCRD authorities immediately.

The liability parties agree to pick up the key for restroom accessibility only, before the first usage and will return once all usage is completed.

Private nonprofit groups serving youth are required to provide proof of bodily injury coverage of no less than $50,000 per occurrence / $10,000 aggregate. For- profit, business groups are required to provide proof of general liability coverage of no less than $1 million dollars per occurrence. The County of Calhoun must be named as additionally insured on said policy. Coverage cannot be cancelled or reduced without thirty-(30) day’s written notice to the CCRD.

The applicant agrees that Calhoun County and its agents or employees will not be liable for any damage to person or property by reason of negligent acts of applicant, its agents, employees, invitees, or subcontractors. Applicant agrees to protect, indemnify for legal costs and other expenses, and hold harmless, Calhoun County and its officers, employees, directors and agents from claims, liabilities, or suits arising out of injury to person or property from negligent acts or applicant, directly or indirectly attributable to user’s activities and/or use of premises except for sole negligence of Calhoun County.

**RULES AND REGULATIONS GOVERNING USE OF COUNTY FACILITIES**

* Application for use of county facilities shall be made with the CCRD office at least seven (7) days prior to the date for which facilities are requested.
* Applications for use of facilities shall be forwarded to the designated county representative for final approval.
* All applications shall be considered according to an established classification and fee schedule as outlined by the Calhoun County Council.
* Applicant/organization is responsible for the safety and conduct of its participants and spectators.
* The applicant must provide satisfactory sponsorship and adequate adult supervision. Security may be required for some activities.
* Youth organizations engaged in sports activities and using county facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports.
* All events will be required to meet the occupancy load and fire and safety regulations of the County of Calhoun.
* Use of alcohol, tobacco, and/or drugs is prohibited. Profane language and/or other objectionable conduct may result in barred use of facilities.
* Firearms or other dangerous weapons are prohibited on County grounds as defined by law.
* Games of chance, lotteries, and giving of door prizes are not allowed except where permitted by law and then only with proper clearances.
* Access to facilities and services, except as otherwise addressed in these rules, shall be limited to that specified on the application. Custodians do not have authority to permit use of facilities or equipment not indicated on the application.
* Alterations to the field/facility are prohibited without prior approval. This may include such things as hanging signs, erecting backstops, placing goals, using masking tape on walls and floors etc.
* CCRD owned equipment shall not be removed from the facility or loaned to any individual organization unless prior approval by CCRD has been granted. Groups or individuals cannot use CCRD owned expendable supplies
* It is assumed that the CCRD will provide for normal janitorial services in connection with the use of the facilities.
* Applications are responsible for special set-up requirements and clean up unless specifically requested in the application. Users shall be responsible for returning the facility to its original condition immediately following the event.
* No decorations or application of material to walls or floors will be allowed without the permission of the CCRD Representative. Applicants are required to remove at their expense any material, equipment, furnishings, or rubbish left after the use of county facilities.
* The applicant/organization, including community athletics programs that use county facilities shall not discriminate against any person on the basis of sex in the operation, conduct or administration of their programs.
* Cancellations by applicants require at least a 24 hour notice. Otherwise, related actual costs shall be borne by the applicant.
* Facility use is cancelled when facility/building is closed due to an emergency.
* The CCRD reserves the right to refuse or revoke any authorization issued for the use of a county building or grounds, and if rental has been paid, to refund such rental less expense incurred by the county in connection therewith.
* Use of a facilities on a regular or extend basis by community sports organizations is limited to CCRD sponsored activities.

**I have read the rules and regulations on this form and agree with the conditions and charges as established:**

**SIGNATURE OF APPLICANT** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **DATE**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE OF COUNTY REPRESENTATIVE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **DATE**\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FOR COUNTY USE ONLY**

**Certificate of Insurance [ ]** Requested **[ ]** Received **Facility Usage Fees** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_