

CAMERON PARKS & RECREATION

2020 FIELD & COURT USE APPLICATION / AGREEMENT

Application must be submitted a minimum of 10 business days prior to event.

Completion of application does not guarantee approval for use.

Event Name: _____

Organization/Group/Affiliation Name: _____

Organization Address: _____ Phone: _____

Event Organizer /Contact Name:

Address: _____ Email: _____

Phone: _____ Cell Phone: _____

Secondary Contact Name: _____ Phone: _____

Address: _____ Email: _____

Request for: Individual Team _____ League _____ Tournament _____ Camp _____ Practice _____

Request for: Soccer _____ Football/Cheer _____ Basketball _____ Volleyball _____

Dates of Rental: _____

Times of Rental: _____ Number of teams: _____

Request for: Youth Event w/ Age Group _____ Adult Event _____

Check one: Non-profit _____ Organization _____ Business _____ Other _____

Field/s Requested: Soccer Complex Fields: North _____ South _____

Anticipated number of spectators: _____ Plans to charge for admission: _____

If planning on charging for admission, outline below plan for the considerations for the patron entrance(s) and collections _____

Require Concessions: _____

If yes, please list type of food and merchandise to be sold and number of paid workers: _____

FEES:

Application Fee: There is no application fee

Security Deposit: A \$400.00 deposit may be required as part of the use agreement, regardless of number of field/courts and/or use and shall be submitted with application. The security deposit will be fully refunded at the conclusion of the agreement upon satisfactory completion of the agreement, or if requested date and/or times are not available, or if event is canceled due to weather etc. and there are no acceptable alternative dates to re-schedule the event. Deposits need to be turned in directly to the City of Cameron at City Hall.

Initial Rental Fees Payment: Due no later than five (5) business days prior to the first scheduled date

Additional Fees Payment: Any remaining fees for costs associated with the use must be paid in full 30 Days after invoice. Applicant/Event Organizer are responsible for any remaining balances.

1. Practices:

a) **General Use and Fees:** Field/Courts can be rented in minimum two-hour blocks per field/per day.

Field/Courts for one-time practice requested:

	Resident	Non-resident
N Soccer Field	\$15/hour x _____ hours = \$ _____	\$20/hour x _____ hours = \$ _____
S Soccer Field	\$15/hour x _____ hours = \$ _____	\$20/hour x _____ hours = \$ _____
Volleyball Court	\$10/hour x _____ hours = \$ _____	\$15/hour x _____ hours = \$ _____
Basketball Court	\$10/hour x _____ hours = \$ _____	\$15/hour x _____ hours = \$ _____

Field/Courts for multiple practices requested:

	Number of Practices	Resident	Non-Resident
WHITE PACKAGE		<i>Based on \$10.00 per hour</i>	<i>Based on \$15.00 per hour</i>
1 hour	1 to 10	\$100	\$150
1.5 hours	1 to 10	\$150	\$225
2 hours	1 to 10	\$200	\$300
BLACK PACKAGE		<i>Based on \$6.50 per hour</i>	<i>Based on \$12.50 per hour</i>
1 hour	11 to 20	\$130	\$250
1.5 hours	11 to 20	\$195	\$375
2 hours	11 to 20	\$260	\$500
GOLD PACKAGE		<i>Based on \$5.50 per hour</i>	<i>Based on \$12.00 per hour</i>
1 hour	21 or more	\$110	\$360
1.5 hours	21 or more	\$165	\$540
2 hours	21 or more	\$220	\$720

2. Games and Tournaments:

a) **General Use and Fees:** The initial fee includes field rental and general maintenance and any other field preparation that is required. Fields can be rented in minimum two-hour blocks per field/per day.

b) **Field Prep:** For games and tournaments our park staff will do the prep work on each requested field for each day of use.

Fields/Courts for games/tournaments requested:

	Resident	Non-resident
N Soccer Field	\$35/hour x _____ hours = \$ _____	\$40/hour x _____ hours = \$ _____
S Soccer Field	\$35/hour x _____ hours = \$ _____	\$40/hour x _____ hours = \$ _____
Volleyball Court	\$10/hour x _____ hours = \$ _____	\$15/hour x _____ hours = \$ _____
Basketball Court	\$10/hour x _____ hours = \$ _____	\$15/hour x _____ hours = \$ _____

Tournament Fees (applies when ALL fields are reserved):

Resident:

Soccer Complex \$280/day, x _____ days = _____

Non-resident:

Soccer Complex \$315/day, x _____ days = _____

CHARGES APPLY FOR ALL FIELDS BOOKED EVEN IF NOT ALL FIELDS ARE USED.

3. Optional Fees: We are able to provide additional maintenance throughout the day for your field usage.

a) Concession Rental Rate: \$100.00 per event

b) Additional Maintenance:

Weekdays: \$25.00/hour/employee

Weekends, Evenings & Holidays: \$40.00/hour/employee

c) Additional requested services: must be discussed and agreed to in advance with the Parks Department, and will be billed accordingly.

d) Extraordinary Measures: In the event of severe weather or other unexpected events, extraordinary measures may need to be taken to ensure fields are playable in a specific time frame. Under these circumstances, additional charges may apply (field materials, extra staff, etc.). Additional maintenance required to the fields due to inclement weather will be upon the prior mutual agreement of the applicant and staff.

Cancellation Policy: If the Applicant/Event Organizer or Secondary Contact shall submit, in writing, the request for cancellation a minimum of thirty (30) business days before event a full refund will be issued. If the written request is received a minimum of ten (10) business days before the event, 50% shall be refunded. If the written request is received within five (5) business days of the event, no refund shall be granted.

Make up Games: Applicant must confirm all make-up game dates with the Parks Department prior to scheduling the make-up game. All requests must be made no less than 72 hours prior to the date requested, NO EXCEPTIONS.

Fields and Courts are available for rental on a first come, space available basis.

INSURANCE REQUIREMENTS:

The City of Cameron strictly adheres to the following insurance requirements for Non-for profits / Businesses / Organizations. These insurance requirements shall not be waived for any reason. The certificate of insurance shall reflect the following:

Must provide proof of general liability insurance with a combined single limit of not less than \$1,000,000 per occurrence. In those cases when a general liability policy has an annual aggregate limit, the aggregate limit should not be less than 2 times per occurrence limit, or \$2,000,000.

Provide a Certificate of Insurance naming the City of Cameron as an additional insured along with the appropriate additional insured endorsement and be provided 10 days in advance of a schedule event.

All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.

If higher limits are being maintained than the minimums required, the City of Cameron requires and shall be entitled to coverage for the higher limits being maintained.

Insurance required by this reservation form and supported by the additional insured endorsement shall be as broad as necessary to support the hold harmless requirement in the form or as broad as the indemnitor's insurance coverage, whichever is broader.

If the Licensee receives a non-renewal, cancellation notice, or change in coverage form from an insurance company affording coverage required herein this section, licensee shall notify the city in writing prior to the special event.

If the event involves physical activity and a participant fee (such as 5k fun run), the Licensee must include and protect the City of Cameron in its hold harmless wording on their participant waivers.

If the event involves alcohol being served, the Licensee agrees to maintain Liquor Legal Liability insurance at a minimum of liability not less than 1,000,000 per occurrence. This coverage requirement may be satisfied by way of endorsement to the Licensee CGL coverage; however, host Liquor Liability coverage shall not satisfy this requirement. The Licensee Liquor Liability insurance shall endorse the City of Cameron as an additional insured, whether written on as a separate policy or as an endorsement to the Licensee CGL insurance

No provision of this special event contract shall constitute a waiver of the City of Cameron's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

HOLD HARMLESS:

The user(s) hereby agree to abide by the City of Cameron rules and regulations. Additionally, the user(s) to the fullest extent permitted by law, agrees to indemnify, defend and hold harmless the City of Cameron, its officers, agents, volunteers, employees, invitees, and lessees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court cost, or alternative dispute resolution cost arising out of, or related to being allowed to conduct business at this event and the use of City's facilities, building, equipment or infrastructure under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury(including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of the user(s), its officers, agents and volunteers, or anyone directly or indirectly employed or hired by the user(s) to or anyone for whose acts the user(s) may be liable.

RULES:

TOURNAMENT DIRECTOR AND/OR APPLICANT ARE RESPONSIBLE FOR ENFORCING THESE RULES. THERE MAY BE ADDITIONAL REQUIREMENTS DEPENDING ON THE NATURE OF THE EVENT.

- BY CITY ORDINANCE, ALCOHOL IS PROHIBITED AT ALL CITY PARKS.
- Fields are available from 7:00 a.m. to 11:00 p.m. unless prior arrangements have been made.
- Applicant/Event Organizer is responsible for any damages or other incidentals.
- Athletic trainers or medical staff for events are not provided by the City. Recommend the event organizers have an emergency medical plan in place.

- No pets are allowed on the fields.
- Groups or organizations that have requisitioned the field must use the field. Permits are nontransferable.
- All vehicles must be confined to designated parking areas and are not permitted on or adjacent to any field.
- Upon conclusion of the game or tournament, groups are responsible for picking up all litter items from around the field, bleacher and parking areas. This must be done at the conclusion of each days use, or it will be picked up by parks crews the following morning and the applicant will be subject forfeit security deposit.
- Fires are allowed in grills only. Backyard propane and charcoal grills must be placed at least 20 feet away from all structures. These are permitted in parking lots only. Turkey fryers and deep fat fryers are not permitted.
- If thunder is heard or lightning is seen, a mandatory game delay of 30 minutes will be enforced and all players, coaches, officials and guests must leave the fields and seek shelter. Staying near fields or under pavilions is **not** acceptable. Updates will be communicated to the City by the applicant/ event organizer.
- In the event of adverse weather starting after activities begin, the Parks Supervisor can delay or cancel games.
- It is the sole decision of the Parks Staff if field conditions are suitable for play.
- When fields are being re-prepped, coaches need to remove their teams from the fields for staff safety as well as the players. Refusal to do so will result in the fields not being re-prepped.
- Vending of food or other items is not permitted without prior approval.
- No admission, parking or other fees are permitted unless prior approved granted by the City.
- Copy of all signed waiver shall be submitted to the City no less than twenty-four hours (24) prior to start.
- The City of Cameron reserves the right to cancel a rental event in whole or in part, at any time, for any reason. Such reasons could include, but are not limited to; inclement weather, poor playing conditions or field damage which may cause hazardous safety considerations for the public or excessive repairs to the field. Depending upon circumstances, a portion of the deposit may be returned to the Renter.

Be aware that the rest rooms are winterized and generally not available between November 15th and March 15th

I, the undersigned, hereby certify that I will be personally responsible for any damage and have read the rules and regulations governing the use of the City of Camerons fields and fully agree to all terms and conditions. The information provided on and accompanying this application request form is correct and true and I further understand that any falsification of information requested on or accompanying this form will be cause for denial of the request or evocation of field use.

Signature: _____ Date: _____

Name (please print clearly): _____

The following must be submitted with this request:

1. A list of additional information or special requests that will assist in the evaluation of this request
2. If required, a \$400.00 deposit (check, cash, Master Card, Visa, Discover, American Express, or debit)

Submit completed application request and deposit to:

publicworks@cameronmo.com

City of Cameron

205 N Main

Cameron, MO 64429

For additional information on the facilities visit the City of Cameron website, or contact the Parks and Recreation Department at (816)-632-5420, or City Hall at (816)-632-2177. The applicant or event organizer listed on this application will be notified if additional information is needed to process this request. Confirmation will be made in writing. If assistance is required with your event after normal business hours, contact the Water Plant at (816)-632-2844.