



It's a great place to call home!

**BALL FIELD
RESERVATION CONTRACT**

(Revised 2012)

Name of organization making reservation _____

Name of person in charge _____

Address _____

Phone numbers (home) _____ (cell) _____

RESERVATION INFORMATION

Date reservation submitted _____

Date and time of activities _____

Fields to be used: Feaster _____ Youth Sports Complex _____ River Park _____

Number of fields needed _____

Lights needed _____ Yes _____ No If yes, number of hours _____

DEPOSIT/FEES *(Required to be paid in **FULL** two weeks before date of activities)*

Usage fee _____ (\$100.00 per field) Date paid _____

Light fee _____ (\$25.00 per hour per field) Date paid _____

Deposit _____ (\$100.00 per two fields) Date paid _____

TOTAL DUE _____

OTHER

Date and time of tour of facility and giving of keys _____

Date and time park was inspected after activities _____

Date and time keys were returned _____

Date deposit returned or deposited _____

If deposit was not returned, reason _____

I do hereby agree to forfeit the entire amount of deposit to the Parks and Recreation Department if the conditions are not the same after my use of the area and all of its facilities as before my use. Whereby inspected by myself or representative and a Parks and Recreation representative during my tour of facilities. Any damages that exceed the amount of the deposit will be paid by the person in charge or his/her organization or group to the Parks and Recreation Department within 30 days.

I have read the above information as well as the Field Reservation Policy and understand and will comply according to the provisions of this contract.

Signature of person making reservation

Date

Signature of Parks and Recreation Representative

Date