



# ATHLETIC FIELD REQUEST FORM



Please complete this form entirely and legibly. Applicant must be at least 18 years of age. Submission of Request does not constitute approval. You will receive acknowledgement through the mail, email, or by phone.

## Requested Athletic Fields (Complete a separate form for each team)

Please check the fields you wish to play on:

- |   |  |
|---|--|
| <input type="checkbox"/> North East Crosier         | <input type="checkbox"/> Lake Hastings               |
| <input type="checkbox"/> North West Crosier         | <input type="checkbox"/> Duncan Field                |
| <input type="checkbox"/> South East Crosier         | <input type="checkbox"/> Smith Complex, Field 7      |
| <input type="checkbox"/> North Rec Field            | <input type="checkbox"/> Smith Complex, Field 8      |
| <input type="checkbox"/> South Rec Field            | <input type="checkbox"/> Oswego South (Rotary Field) |
| <input type="checkbox"/> Hastings High School Field | <input type="checkbox"/> Oswego North                |
| <input type="checkbox"/> West Duncan                | <input type="checkbox"/> Carter                      |
| <input type="checkbox"/> South Harms                | <input type="checkbox"/> Watson                      |
| <input type="checkbox"/> North Harms                | <input type="checkbox"/> Lincoln                     |
|   | <input type="checkbox"/> Other _____                 |

Name of Team or League: \_\_\_\_\_

Sponsoring Organization (if applicable): \_\_\_\_\_

Age Division of Team or League: \_\_\_\_\_

Representative: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Person(s) who will supervise event: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

\_\_\_\_\_ Cell Phone: \_\_\_\_\_

★ Please be thorough. Attach additional pages for the following information if needed:

Day(s):  M  T  W  Th  F  Sa  Su

Date(s) Requesting: (Attach game schedule if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Base Path Distance: \_\_\_\_\_ Pitching Distance: \_\_\_\_\_

Does team have insurance? \_\_\_\_\_ If so, insurance carrier?: \_\_\_\_\_



# ATHLETIC FIELD RENTAL AGREEMENT



### FIELD / COURT RESERVATION POLICY:

- The deadline for submitting a rental request is February 1st, for field use for the months of March-August.
- Some fields are not available during certain times of the year.
- The Park and Recreation Director reserves the right to approve requests prior to the deadline if necessary.
- Requests may be submitted after the deadlines, but must be done a minimum of 5 working days in advance of the event.

### RULES AND REGULATIONS GOVERNING USE OF CITY OF HASTINGS ATHLETIC FIELDS/COURTS:

- The Representative shall accept responsibility for the conduct of those using the facility.
- The Representative is responsible for all damage to property.
- The Representative is responsible for ensuring that there is at least one adult supervisor present at each complex/park used.
- Alcohol is not permitted in City parks. The Representative is responsible for removing people with alcohol from the premises.
- Motorized vehicles are prohibited inside the Smith Softball Complex unless otherwise approved by the Parks & Recreation Director.
- The Representative shall keep a copy of this Agreement in his/her possession at all times during rental use.
- All park rules, regulations, and ordinances of the City of Hastings shall apply.
- Games may not begin prior to 8:00am and must be completed by 11:00pm. Any exceptions must be pre-approved by the Parks & Recreation Director.
- A complete tournament schedule must be submitted to the Parks & Recreation Office no later than four (4) working days prior to the tournament.
- Proof of liability insurance must be submitted to the Hastings Parks & Recreation Department.
- The City of Hastings Park and Recreation Department has first priority to the fields.
- Use of the field is subject to weather and its impact on the facility. Parks & Rec Staff has the final decision on playable field conditions. If the entire event is cancelled due to weather, a refund will be returned to the renter if applicable. For weeknight league games, a decision will be made on the field conditions by 4:00pm.
- The Representative needs to be aware of potential thunderstorms that may form and allow time for evacuation if needed. Games should obviously be suspended when emergency sirens are heard. Games should stop when lightning is spotted and thunder is heard. As a guideline, games should be delayed for 30 minutes after the last thunder is heard.
- Failure to abide by these rules and regulations shall result in forfeiting the facility deposit check and possibly prohibit future use by the Representative and organization.

### IMPORTANT – READ BEFORE SIGNING:

The applicant is the authorized agent of the group submitting this application. The applicant (and his/her organization if applicable) making this application understand and agree to assume all risk for loss, damage, liability, injury, cost or expense that may arise during or be caused in any way by such use or occupancy of the facilities of the City of Hastings. The applicant further agrees that in consideration of being permitted to use said facilities, he/she and the group will defend, indemnify and hold harmless the City of Hastings, and their agents and employees harmless from any loss, claims and liability or damages and/or injuries to persons and property that in any way may be caused by the applicant's use or occupancy of the facilities.

By signing below, the applicant signifies that he/she has read and understands the rules and regulations listed above.

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Park & Recreation Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved

Not Approved

### FIELD RENTAL FEES:

- Youth softball & baseball league games: \$15 PER GAME (Bill Smith Complex Only)
- Youth softball/baseball tournaments : \$50 DEPOSIT, \$15 PER GAME (Bill Smith Complex Only)
- High School & College softball/baseball games: \$40 single/\$55 doubleheader
- Soccer fields: \$35 PER FIELD
- Football Field: (Crosier Practice Field - \$50.00 PER PAINTING) (Duncan Field - \$500.00 PER GAME)