



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:

- | | | |
|----------------------------|-----------------------------------|--------------------------|
| North East Crosier | Lake Hastings | Smith Field 1 (Softball) |
| North West Crosier | Duncan Field | Smith Field 2 (Softball) |
| South East Crosier | Smith Complex, Field 7 | Smith Field 3 (Softball) |
| North Rec Field | Smith Complex, Field 8 (Softball) | Smith Field 4 (Softball) |
| South Rec Field | Oswego South (Rotary Field) | Smith Field 5 (Softball) |
| Hastings High School Field | Oswego North | Smith Field 6 (Softball) |
| West Duncan | Carter | |
| South Harms | Watson | |
| North Harms | Lincoln | |
| | Other _____ | |

Name of Team or League: _____ Affiliation _____

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): _____ Time of day: _____ Number of games: _____

Date(s) Requesting: (Attach game/tournament schedule if applicable) _____

Fields Confirmed _____

office use only

Base Path Distance: _____ Pitching Distance: _____ Outfield Temp. Fence: _____

Does team have insurance? _____ If so, insurance carrier?: _____

Smith Softball Complex

Invitational Tournament Guidelines

Please keep this form with you during the tournament. It will assist you in having a successful tournament at the Bill Smith Softball Complex.

Tournament Schedules

- Final schedules must be turned in to the Parks & Recreation offices no later than (4) working days prior to the start of the tournament. Maintenance staff and concessions staff need to be scheduled so it is vital that a schedule is turned in with sufficient notice.
- Please communicate schedule changes to the Maintenance and Concessions staff during the tournament so they can adjust accordingly. Final game numbers and payment will be discussed the following Monday with Parks & Recreation staff.

Concessions

- The Smith Softball complex contracts with an outside concessionaire. This means that NO food/beverage is to be allowed inside the complex. It is required for the invitational host to provide staff to control the outside food/beverage from entering on both the East and West end gates.

Scoreboards

- Scoreboards are available for use during the tournament. Scoreboards for the West/East end may be turned on by the switch located right next to the controller. Adults (18 or older) must operate the scoreboards during the tournament.

Smoking/ Pets

- Smoking & Pets are prohibited inside the complex. It is tournament staff's responsibility to enforce these two rules.

Facility Maintenance

- City maintenance staff will be present during the entire tournament to dress/chalk fields, pick up trash, and stock restrooms.

Supervision

- It is the tournament director's responsibility to ensure that the users of the facility are not damaging the property in anyway. Appropriate staff must be assigned to assist with supervision.

Vendors

- The Nebraska Softball Foundation owns the Smith Softball Complex and has exclusive vendor agreements in place at the Smith Softball Complex. Any outside vendor must be approved by the Nebraska Softball State Commissioner. You must call 402-462-7100 and get approval prior to your tournament.

Facility Damage

- The applicant (and his/her organization if applicable) understands and agrees 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.



ATHLETIC FIELD RENTAL AGREEMENT



FIELD / COURT RESERVATION POLICY:

- The deadline for submitting a rental request for league BASEBALL games is February 1st, for field use for the months of March-August of the same year.
- The deadline for submitting a rental request for tournament SOFTBALL games is November 1st, for field use for the months of March-August of the following year.
- Some fields are not available during certain times of the year.
- The Parks 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 or Nebraska ASA 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 an appropriate number of supervisors 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 Parks 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 Staff Signature

Date: _____

Approved Not Approved

Nebraska Softball Commissioner (vendor approval)

Date: _____

FIELD RENTAL FEES:

- **Youth softball & baseball league games:** \$20 per game (Smith Complex Only)
- **Youth softball/baseball tournaments:** \$200 deposit(non-refundable), \$20 per game(Smith Complex Only)
- **High School, College, & Legion Softball/Baseball games:** \$50 single/\$75 doubleheader
- **Soccer fields:** \$35 per field
- **Football Field:** (Crosier Practice Field - \$50.00 per painting) (Duncan Field - \$750.00 per game)