

# Athletic Field Rental Agreement TOURNAMENT USE

Security Deposit: \$50

Optional Item

Diamond (drag) Prep: \$200/diamond/day

**Please Note: If paying by check, check is cashed.**

**\*Copy of Certificate of Liability Insurance MUST be provided to the Village.  
Reservation INCLUDES park shelter, if available.**



Applicant Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

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

Organization (if applicable) \_\_\_\_\_

Date(s) of Event \_\_\_\_\_ Time Period of Event \_\_\_\_\_

**DIAMONDS/FIELDS** - Please choose which diamond(s)/field(s) & fill in number of days (or attach schedule) to be reserved:

- |                                                                  |                                                                   |
|------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Municipal Center Diamond 1 _____ day(s) | <input type="checkbox"/> Municipal Center Diamond 2 _____ day(s)  |
| <input type="checkbox"/> Municipal Center Diamond 3 _____ day(s) | <input type="checkbox"/> Sunset Diamond _____ day(s)              |
| <input type="checkbox"/> Norm Plaza Soccer Field _____ day(s)    | <input type="checkbox"/> Towering Pines Soccer Field _____ day(s) |

**OPTIONAL ITEM**

**Diamond (drag) Prep** \_\_\_\_\_ (number of diamonds) x \_\_\_\_\_ day(s) = \_\_\_\_\_ x \$200 = \$ \_\_\_\_\_

**TOTAL OPTIONAL ITEM FEE \$ \_\_\_\_\_**

**Reservation Terms and Conditions:**

A refundable security deposit is required to insure that the conditions of the agreement are met. The applicant is responsible for clean-up of athletic fields & park shelter (if applicable) before closing time. Any additional maintenance or clean-up required beyond considered normal will be billed to the applicant. I agree to accept full responsibility for the terms and conditions of this application, and state that it is accurate and complete. I also agree to indemnify and hold harmless the Village of Kronenwetter, their employees, elected and appointed officials from any liability from claims of bodily injury, property damage and of any other nature arising from the use of the Village property by applicant, the organization or its members, invitees and guests. I have received a copy of the PROCEDURES AND USAGE attached to this form. I agree to abide by all rules and regulations as established by the Committee for use of buildings and facilities.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Village Staff Member Signature \_\_\_\_\_ Date \_\_\_\_\_

**- Office Use Only -**

Optional Items Paid:	Amount \$ _____	Check # _____	Cash	CC/DC _____
Security Deposit Paid:	Amount \$ _____	Check # _____	Cash	CC/DC _____
Security Deposit Refunded:	Amount \$ _____	Check # _____	Refund Date	_____
<i>Copy to Police Department</i>				<i>(UPDATED 5/12/2017)</i>



## **Athletic Field Rental Procedures and Usage**

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- **Before** making a reservation, please check availability either on the Village website ([www.kronenwetter.org](http://www.kronenwetter.org)) under *Community Reservations* or by calling the Municipal Center at 715-693-4200. Making a reservation via mail or online in no way guarantees availability.
- **Before** a reservation for the Village's athletic fields can be booked, an **Athletic Field Rental Agreement** must be completed and returned with the security deposit and any optional fees. **All field reservations are first-come, first serve.**
- Advertising is prohibited in Village parks. No additions, alterations or changes to park grounds and structure of buildings are permitted without prior written permission from the PIC Committee.
- Sales of any kind are not permitted in the Village of Kronenwetter parks, unless authorized by the Public Works Director. When authorized, such sales (defined as the exchange of cash on the grounds) may be subject to commercial use fees and policies.
- Reservations will be accepted up to one (1) year in advance of event date. The adult signing the reservation form is a duly authorized representative for any and all damages, missing items and clean up.
- Application should identify **all** requested dates and fields for use.
- A copy of the Certificate of Liability Insurance is to be kept on file **before use**.
- The deposit is refundable after the function is over and the area used has been inspected for damage. Refund will take a minimum of two (2) weeks to receive after event. If damage exceeds the deposit, separate billing will be made to cover additional costs for needed repairs and/or cleaning.
- Consumption or possession of alcohol is prohibited on park property.
- No overnight camping.
- No pets are allowed in the village parks and fields.
- Receptacles are provided for trash/waste disposal. **Please use them or risk forfeiture of security deposit.**
- Parks hours: 7:00AM – 10:00PM
- Tournament organizers must designate security/parking personnel (must be at least 18 years of age) to be present during ALL tournaments. **Tournament organizers MUST provide the name, address, cell phone number, and copy of driver's license of designated person(s) to Village personnel BEFORE the tournament is held.**

### **RESCHEDULE/CANCELLATION POLICY**

Outdoor activities are subject to inclement weather. Therefore, the Village of Kronenwetter cannot take responsibility for the weather. Rescheduling may take place under certain circumstances. If snow is present or a rainout occurs, it is the applicant's responsibility to contact the Village of Kronenwetter within one (1) week of the reserved date to either reschedule or request a refund. If contact is not made within one (1) week of the reserved date, fees and/or the possibility of reschedule will be forfeited.