

Proposed City Sport Field Use

Organization _____

Contact Name _____

Title _____

Address _____

City _____ Zip _____

Day Phone _____ Evening Phone _____

Alternate _____

Address _____

City _____ Zip _____

Day Phone _____ Evening Phone _____

Along with this application we also request use of the following park facilities which require separate forms:

Snack Bar at _____ Storage Facility at _____

I, the undersigned have been authorized by the above organization to request these fields and will meet all City requirements if this proposal is approved. I understand that only the dates and times requested on this form will be reviewed by City staff and that any other uses by the organization will need to be filed separately. I also understand that this form is only a proposed use and that the actual field authorization will occur after the field allocation process is finalized. At that time I will receive a form titled "Authorized City Field Usage" which will specifically authorize our organization to use City fields and facilities.

Signature of Representative _____ Date _____

City Requirements upon approval of Proposed Sport Field Usage Form

- Supply \$1 Million liability insurance per occurrence, with City additionally insured.
- Any improvements, repairs or field lining whether done by the City or by the group must be requested in writing to the City for approval prior to the work being done. The group understands that some requests may need several months to be reviewed by City staff, therefore requests should be made with several months lead time in mind.
- Pick up all trash after use.
- Group will have copy of "Authorized City Field Usage form readily available for inspection by City staff or Sheriff at each site approved for use.
- Group will notify participants, parents, spectators and guests to park in designated parking lots.
- Other requirements may be added as determined by the City Council and Park and Recreation Commission.

City Use Only			
Date Received	_____		
Date Authorization Sent	_____		
Authorized By	_____		
P. A. System		yes	no
Snack Bar		yes	no
Storage		yes	no
Lights		yes	no
Insurance		yes	no

