# PARK CITY RECREATION SERVICES

**FIELD USE POLICY AND AGREEMENT**

**VISITORS**



# Purpose

Park City Recreation established the following policies for all persons and groups that use the field facilities. Policies for the new Sports Complex have been incorporated. These policies are written to protect all users. Park City Recreation reserves the right to amend and/or add any rules as necessary to provide all users with safe and high quality facilities. Failure to follow these policies may result in revocation of the group permit, loss of use of the reserved facility and fee, and the host or user group being held financially responsible for damages.

**General Policy for Visitor use of Fields**

1. Reservation rules for field use are site specific and may be governed by Interlocal agreements between different agencies such as Park City Recreation, Basin Recreation and the Park City School District.
2. Reservations for **non-resident groups** will be taken each year beginning March 1st .

## Cancellation Policy

Field reservations may be canceled by the scheduling party 30 days in advance of play without penalty. Cancellation within 30 days will result in forfeiture of the reservation deposit. Refunds will **NOT** be returned to scheduling parties who do not use their reservation and fail to cancel as stipulated above. Five percent (5%) interest will be charged to delinquent accounts.

Reservations may be canceled by Park City Recreation due to wet field conditions that:

(a) are considered to be “hazardous” to participants, or

(b) may result in excessive turf damage.

The user and/or its coaches shall check each field for safety before each use, and shall not permit play or use by persons connected with the user of fields which are unsafe. The user shall promptly notify Recreation staff of any unsafe conditions at (435) 615-5413.

In the case of wet turf conditions, it will be the responsibility of the Recreation Department, or designee, to assess field conditions and determine if play is allowed. The decision of the Recreation Department, or designee, will be final. In the absence of a Park City Recreation representative, the game official will make the decision.

Re-scheduling of any game or event is the responsibility of the user. The reservation holder is encouraged to call (435) 615-5413 as soon as possible to determine available dates. Confirmed field reservations take priority over games or events to be rescheduled. The artificial turf field may be open for games that need to be moved the day of a game. Call the number above for same day rescheduling needs.

## Field Use Application

* The field use application must be submitted to Park City Recreation Services for any field use request.
* Payment of 50% of the rental fee must be made at the time of reservation application.
* Full payment is due two weeks prior to your reservation date. \*Full payment is required before use on any field.
* A reservation receipt and permit will be issued upon receipt of full payment, which must be carried and present during the rental at the rental site.

**(continued)**

* All facility rules must be strictly adhered to. The party signing the application and group participants will be held financially responsible for any damage to grounds, equipment or surrounding property, which occurs during the event or practice.

## Special Event/Master Festival License Application

This application must be submitted no less than 60 days prior for a special event and 90 days prior for an MFL. For any event which will have attendance over 500, require temporary structures, tents or have signs visible from the public way, please contact the Special Events Department at 435-615-5150.

## Regulations

*Supervision*: All persons using fields shall be supervised by the user, or designee, at all times covered by the Field Use Policies and Agreement.

*Conduct:* No person shall engage in fighting, riotous, threatening or indecent conduct or use any abusive, threatening, profane or indecent language while on the facility.

*Alcohol*: Alcohol is prohibited at all Park City School District owned fields and facilities.

*Drugs*: No person shall possess or use any illegal drugs within the Park City limits.

*Parking*: Park only in designated parking areas. Because cars can do damage to sprinkler systems, parking or unloading cars on the grass/fields/property is **NEVER** permitted.

*Tenting:* Any activity requesting or requiring tents must apply for a special event or MFL.

**NOTE: According to Summit County regulations, all animals must be on leash when in public. No hoofed animals are allowed in the Complex. NO animals are allowed in any capacity on the Sportexe field at the Complex.**

By signing this agreement, the undersigned user acknowledges that Park City Recreation’s responsibility in scheduling these fields is solely to provide coordination between leagues for league play. The Park City Recreation Services Department will make every attempt to provide unencumbered times for field use to each league. The Recreation Department will not be responsible for unauthorized or overlapping field use due to league rescheduling or overtime. This responsibility lies solely within the various leagues. Park City Recreation schedules and maintains the fields for the benefit of the residents of Western Summit County.

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I HEREBY AGREE TO FOLLOW THE FOREGOING POLICIES AND REGULATIONS AT ALL TIMES DURING RESERVATION OF THE FIELD FACILITY.

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

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Group Name if applicable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\* a copy of this signed document will be kept on file for each event.