



STRAWBERRY RECREATION DISTRICT

Field Rental Agreement, Waiver and Release



Organization Name: _____

Applicant/Main Contact: _____

E-mail address for Applicant/Main Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Primary Phone #: _____ Secondary Phone #: _____

Type of Activity: _____ Is this event open to the public? Y N

Number of Participants: _____ Age of Youth: _____

NOTE: Strawberry Recreation District may restrict attendance based on your given estimate.

Are you a non-profit organization? Y N Non-Profit Number: _____

Is the event a fundraiser? Y N Will Admission be charged? Y N How Much? _____

Will Alcoholic beverages be served? Y N Will Alcoholic beverages be sold? Y N

What arrangements will be made for: Supervision of activity? _____

Clean Up? _____ Traffic Control? _____

Policing? _____ ABC permit number: _____

(Alcohol & Beverage Control Permit)

Facilities:

Major Field
(South, near Pool/Parking Lot, 1/2 Field)

Minor Field
(North, near Belvedere Drive, 1/2 Field)

Soccer Field
(under 10 Soccer Full Field - July-Feb ONLY)

Major Infield ONLY
(July-Feb ONLY, 1/4 Field)

Minor Infield ONLY
(July-Feb ONLY, 1/4 Field)

Batting Cage #1 - North

Practice Field A
(near tennis courts)

Practice Field B
(March-June ONLY, between home run fences)

Batting Cage #2 - South

Practice Field C
(Mid-July-Feb ONLY, by 3rd base)

Practice Field D
(Mid-July-Feb ONLY, by score board)

Courtyard

NOTE: For rates please see page 4

Requested Dates & Times of use: (MUST Include Set-up and Clean-up time)

Monday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Friday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>	to	_____:	_____	AM	<input type="checkbox"/>	PM	<input type="checkbox"/>

Dates of Use: _____

PAYMENT INFORMATION: Check (payable to SRD) Cash Bank Card (Visa or MC) Expiration Date: _____

Name on Bank Card: _____ Bank card #: _____

Payment Description: _____

OFFICE USE ONLY: Date received: _____ Received by: _____ Check #: _____ Cash Visa Master Card Fee(s) paid \$ _____

Bookkeeper: _____ Calendar: _____



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HOLD HARMLESS AGREEMENT

We/I have read the rules and regulations governing the use of Strawberry Recreation District Property, SRD Aquatics Facility, SRD Fields and Parks. We/I agree to comply with each of them as a condition of granting permission for the use applied above. As an applicant for the use of Strawberry Recreation Facilities, I hereby agree to assume all risks for loss, damage, liability, cost or expense that may arise during or be caused in any way by use or occupancy of an area or facility of the Strawberry Recreation District. I further agree that in consideration of being permitted to use said facility, I will save and hold Strawberry Recreation District and/or its employees free and harmless and indemnified from any loss, claim, liabilities, attorney fees, costs, damages, and/or injuries to persons and property that in any way may be caused by or during applicant's use, or occupancy of said areas and/or facilities. I have carefully read this agreement, waiver, and release, and fully understand its contents. I am aware that this is a release of liability and for any future liability and a contract between myself and the Strawberry Recreation District and I execute same of my own free will.

PHOTOS: SRD reserves the right to photograph facilities, activities, and program participants for potential future use. All photos will remain the property of Strawberry Recreation District and may be used for publicity or promotional purposes only.

Driver's License Number: _____ Date of Birth: _____

Name: _____

Signed: _____ Date: _____

PAYMENT INFORMATION: Check (payable to SRD) Cash Bank Card(Visa or MC) Expiration Date: _____

Name on Bank Card: _____ Bank card #: _____

Use permit approved by: _____

Payment Description:

OFFICE USE ONLY: Date received: _____ Received by: _____ Check #: _____ Cash Visa Master Card Fee(s) paid \$ _____

Date & Amount of Refund: _____

If all or portion of deposit is not refunded give reason and amount withheld: _____

The STRAWBERRY RECREATION CENTER operates under the jurisdiction of the Strawberry Recreation District and is intended primarily for recreations, cultural, educational and social programs. Individuals and groups are permitted and encouraged to use the center, which is available on a reservation basis.



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Important Reminders for Permit Applications

Please Initial:

1. I have read both sides of the District’s Facility Application/Contract, completed the application and signed in the appropriate place.

2. The hours I have noted on the permit include my set-up/decoration and clean-up time. I am not permitted to enter the field/facility prior to the time listed on my permit. Under jeopardy of losing my deposit and paying additional fees. I must clean up and vacate by my designated time.

3. I am aware that I am responsible for the building, equipment, field and facility during my event as well as the actions of my guests. Additional fees will be charged for damages in excess of security deposit.

4. I understand that all fields/facilities must be vacated 30 minutes after sunset including clean-up time. It is suggested that, depending on the size of the party, activities conclude between 10:00 PM and 11:00 PM (10:30 for large events held in gym) to allow sufficient time for clean up. Furthermore, parking for the gymnasium should be in the District parking lot on the lower level with overflow parking in school lot across the street. Access to the gymnasium level is via the elevator or adjacent stairway. If parking in the lot or on the street, please be respectful of our neighbors and keep sounds to a minimum.

5. I am responsible for the removal and disposal of all decorations (including tape if used), table coverings, tableware, food, kitchenware and all other supplies. All tables and chairs must be cleaned and returned to their storage location. I must remove all trash, clean up spills and leave the room clean. Event trash may be discarded in the dumpster located in the southwest corner or the District’s parking lot. I am aware that the Strawberry Recreation District is not responsible for any lost, forgotten or stolen items.

6. No nails, tacks, fasteners or other devices may be attached to the floors, walls, ceilings or any parts of the building, field or facility. Decorations may be attached by means of tying or using (blue) painter’s masking tape. NO tape of any kind is permitted on the floor.

7. I understand that all payments including the deposit is due at time of booking. SRD will not hold a reservation until payment is recieved.

8. CANCELLATION / REFUND POLICY: Cancellations made at least 3 months prior to the event date will be charged a \$25 handling fee. Cancellations made prior to 2 months of event will receive a 60% refund of rental fees & security deposit. Cancellations prior to 1 month of event will receive a 25% refund of rental fees & security deposit. No refunds for cancellations made within 1 month of event; not including the security deposit.

9. I understand that my event shall comply with all requirements of applicable Health and Safety Codes, District ordinances and policies and any other applicable laws including, but not limited to, the local sound ordinance, County Code 6.70.010-6.70.030.

10. Tables and chairs are for interior use only. Additional tables and chairs may be rented by individuals from an outside source if necessary.

11. Field practices and games will not be refunded or credited for rain outs or rain delays. Teams should plan to book extended field use in expectation of rain out dates.

12. I understand that filling out and handing in the application form with deposit does not guarantee the reservation. The application must be approved by the appointed reservation coordinator and/or District Manager and possible conflicts with District activities must be reviewed.

13. I understand that invitations should not be sent out for the event until confirmation is received.

*Thank you for renting our field/facility. We hope that yours is an enjoyable event.
Please let us know if we can be of further assistance.*

Applicant’s Signature _____ Date _____
District Representative _____ Date _____



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Facilities & Rentals

Rental Information

Strawberry Recreation District fields and facilities are available for rental on a first-come, first-served basis. Reservations can be made up to a year in advance. A completed "SRD Field Rental Agreement" and refundable security deposit is required to begin the rental process. A SRD facilitator and/or security may be required. Rental fees are based on the number of hours used, including set-up and clean-up. Renters are responsible for set-up, take-down and clean-up.

All rent and deposit must be submitted at time of booking.

Field, Court & Outdoor Rental Rates

Fees	1/4 Field	1/2 Field	Full Field (2 Diamonds or 1 Under 10 Soccer)
Resident	\$14.00 per hr.	\$26.00 per hr	\$46.00 per hr.
Regular Rate	\$20.00 per hr.	\$34.00 per hr.	\$67.00 per hr.
*Non-Profit	\$14.00 per hr.	\$26.00 per hr.	\$46.00 per hr.
Commercial	\$20.00 per hr.	\$34.00 per hr.	\$67.00 per hr.
Periodic	\$13.00 per hr.		
Practice Field A		\$25.00 per hr.	
Practice Field B, C & D	\$13.00 per hr.		
Infield Only Rate	\$13.00 per hr.		
Batting/Pitching Cage	\$12.00 per hr.		
1st Floor Courtyard: \$17 per hr.			
Tennis Courts: \$25.00 per court/per hr.			

***Non-Profit** (Must provide copy of document showing non-profit I.D. number/status)

NOTE: Until complete payment of all fees are received by our office, all rates are subject to change without prior notice.

Field Rate Notes:

- Athletic League Season Rates (full field only) include either two baseball diamonds or one Under 10 soccer field at \$400 per week includes 4-weekdays from 3:30-5:30pm or dark if before 5:30pm and 1-weekend day.
- Each individual baseball diamond to the homerun fence is considered 1/2 of the field.
- Under 10 Soccer field is considered full field.
- Infield only of each baseball field is considered 1/4 field rental.
- Practice Field B is considered 1/4 field rental.

SRD Field Features:

Storage: first priority to Athletic Leagues - currently TPLL and TPSL at \$100 per month.

Snack Shack: first priority to Athletic Leagues - currently TPLL (\$300 per month exclusive use/\$150 per month shared use plus utilities)

Batting/Pitching Cages:

Not included in the field rental or Athletic League Season Rate.

Batting/Pitching Cages are a separate feature, separate rental rates and schedule.

North Cage #1: Available for reservation and for rental at \$12 per hour.

South Cage #2: Available for reservation and for rental at \$12 per hour.

ADDITIONAL FEES

1. A fully refundable Cleaning/Security/Non Disturbance/Damage/Key deposit must accompany application deposits:

Field: \$ 200

Deposits, or portions of, will be retained if:

- A. Additional clean up is required or damages incurred, all or a portion of the deposit will be retained and the user will be charged for all extra costs.
- B. The Sheriff's Department responds to legitimate disturbances or complaints including excessive noise - \$150 per occurrence.
- C. If the facility is not vacated by contracted departure time, including cleanup.
- D. If the key is not returned, \$150 of deposit will be retained.

2. **NOTE** – Renters having large events with attendance of 100 or more, permitting the serving of alcohol, dances, or youth parties (adult supervision is necessary) will be required to hire a minimum of 2 security guards (approved by Strawberry Recreation District) for their event, and furnish proof in the form of a copy of the contract with the security company, at least 30 days prior to event. Contact Office Staff for details.



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STANDARDS OF BEHAVIOUR

For the enjoyment and safety of everyone, Strawberry Recreation District expects all participants to treat the people and facilities connected to SRD with respect and abide by all rules and direction from the SRD staff. Strawberry Recreation District reserves the right to refuse service/membership to anyone for failure to abide by these standards. Privileges/membership may be revoked at any time by authorized personnel.

APPLICATION PROCEDURES

1. Security Deposit and Rental Fees must accompany application. Applications are not transferable.
2. Hours of use stated in the application **must include** set-up and clean-up time. No entry prior to allotted time and no extending past contracted exit time.
3. All applicants must comply with the State Alcoholic Beverage Policy if alcoholic beverages are sold.
4. At the discretion of the District, security, and/or custodial personnel may be required and the cost of it shall be absorbed by the applicant.
5. Applications for use of the SRD by Youth Groups must be signed by an adult sponsor who shall attend and supervise the event.
6. If applicant cannot be present, a designated individual's name must be placed on the application.
7. **CANCELLATION / REFUND POLICY:** Cancellations made at least 3 months prior to the event date will be charged a \$25 handling fee. Cancellations made prior to 2 months of event will receive a 60% refund of rental fees & security deposit. Cancellations prior to 1 month of event will receive a 25% refund of rental fees & security deposit. No refunds for cancellations made within 1 month of event; not including the security deposit.
8. Reservations may be revoked at any time at the discretion of the District Manager, where there has been a violation of approved regulations. The entire deposit will be forfeited.
9. The applicant and organization are personally responsible for all damages to the field/facility.
10. Field practices and games will not be refunded or credited for rain outs or rain delays. Teams should plan to book extended field use in expectation of rain out dates.

FACILITY RULES AND REGULATIONS

1. Applicant shall comply with all requirements of applicable Health and Safety Codes, district ordinances and policies or any other applicable laws including but not limited to the local sound ordinance, County Code 6.70.010-6.70.030.
2. Upon completion of activities, the facility must be restored to clean and sanitary conditions at the sole expense of the applicant. Applicant shall provide a responsible person who will examine the field/facility jointly with custodian upon completion of use and clean up.
3. The meeting rooms and gymnasium/ auditorium shall be available 8:00 am (8:30 on Sunday) to 12 midnight. Events must conclude no later than **10:30 PM** to allow proper clean-up time and abide by the 11 pm County Noise Ordinance. Clean up must be completed and property vacated by midnight. A penalty fee of \$200 per hour (or any part thereof) will be charged if the facility is not vacated by midnight.
4. Parking for activities in the gymnasium shall be in the District's parking lot or the overflow lot as Strawberry Point School. All equipment must be loaded and unloaded from the parking lot and may be transported to the second level via the elevator.
5. Except with the express approval obtained beforehand from the Board of Directors, the sale of merchandise in the building is prohibited.
6. All activities for which the building is licensed shall at all times be conducted in a peaceful and orderly manner.
7. Participation in any activity involving the Recreation Center shall be limited so as not to exceed posted maximum capacity figures.
8. **The gym floor shall not be mopped. All spillage shall be wiped up with a cloth immediately.** Dancing wax and use of shoe taps is not permitted on gym floor.
9. **No nails, tacks, fasteners**, or other devices may be attached to floors, wall, ceilings, or any parts of the building. Decoration may be attached by means of tying or (blue) painter's masking tape to walls and projections. **No tape of any kind permitted on the floor.** All decorations may be placed in such a manner as to not obstruct entrance or exit doors. Only fireproof or fire retardant materials may be used in decorations.
10. Groups using the District tables and chairs are responsible for their own set-up and take down. Plan on a crew of 5-6 strong persons to do set-up and take down as the tables are heavy and if are handled improperly, will damage the floor and the group will be charged for the damage. Tables and chairs are designed for interior use only.
11. No dogs.
12. No Smoking.
13. No alcohol, drugs or tobacco products.
14. District staff has authority from the Board of Directors to enforce the above rules.



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(RULES AND REGULATIONS CONTINUED)

FIELD RULES AND REGULATIONS

1. The field may NOT be used when the FIELD CLOSED signs are posted.
2. The fields may be reserved when it is NOT being used for District sponsored activities.
3. The North Field (Field A) is available for youth under 13 years only. The South Field (Field B) is available for youth 12 and up only. Adults may use North field with restricted flight balls and SRD softball rules. See Main Office for details.
4. Field practices and games will not be refunded or credited for rain outs or rain delays. Teams should plan to book extended field use in expectation of rain out dates.
5. No ball is to be hit except from designated home plate or in batting cages.
6. No golf on the field.
7. No dogs.
8. No Smoking.
9. No alcohol, drugs or tobacco products.
10. No vehicles allowed on the field.
11. Activities such as frisbee, volleyball, kickball etc., which require a limited portion of the fields, are requested to do so in such a manner as to not restrict ball diamond use.
12. District staff has authority from the Board of Directors to enforce the above rules.

BATTING/PITCHING CAGE RULES

1. Both cages are available for rental.
2. An organization or individual may not rent or reserve both cages simultaneously.
3. If cage is not formally rented or reserved it is available on a "first come-first serve basis" under Daily Drop-In Use guidelines.
4. Daily Community Drop-In Users will utilize a daily sign-up board (Professional coaches are not a "Drop-In User").
5. Renters must possess a SRD issued permit with schedule printed and signed to establish priority use.
6. Users are expected to follow rules and guidelines posted on cages.
7. Designated "Community Drop-In User" blocks of time reserved for "community use". No periodic renters, organizations, teams or coaches will have access during these scheduled blocks of time.
8. All individuals financially benefitting from the use of SRD property and facilities are required to rent the field and facility, sign waivers, and provide proof of insurance prior to utilizing the facility.
9. Unauthorized use of the field, features and facility is strictly prohibited.
10. No dogs.
11. No Smoking.
12. No alcohol, drugs or tobacco products.
13. No climbing or hanging on the poles or nets.
14. Cages are for field sport training only.
15. No batting practice from outside the cage and into the nets.
16. Please maintain a 6ft safety clearance around cages.
17. Helmets are required.
18. District staff has authority from the Board of Directors to enforce the above rules.

BATTING/PITCHING CAGES COMMUNITY DROP-IN USERS

- Individuals restricted to 30 minute timeslots (no more than two participants).
- Professional coaches and teams are not a "Drop-In User".
- Utilize daily sign-up board for managing the daily schedule.
- Must be present to place name on the board.
- May not sign-up for more than one timeslot per two hour period.

BATTING/PITCHING CAGES RENTAL - COMMUNITY

Cage #1 - North: Available for reservation and for rental at \$11 per hour.

Please submit the Batting/Pitching Cage Rental Form with payment and pick-up your use permit at the SRD Main Office: Mon-Fri 9am-4pm.

BATTING/PITCHING CAGES RENTAL - ORGANIZATIONS, BUSINESSES AND PERIODIC RENTER

Cage #1 - North: Available for reservation and for rental at \$11 per hour.

Cage #2 - South: Available for reservation and for rental at \$11 per hour.

Please submit the Batting/Pitching Cage Rental Form, SRD Rental Agreement, proof of insurance and payment prior to use.