



City and County of Broomfield

Athletic Field Rental

POLICY AGREEMENT



Rental Conditions of Use: Applicant agrees to the following conditions for use of the facility:

- All rental priorities are based on a first-come, first-serve basis, UNLESS there is a permitted user. Organized team practices need to obtain a permit.
- Groups are responsible for any damage that may occur during their rental time.
- If a rental date is cancelled due to inclement weather Broomfield will try to reschedule or issue a refund.
- Usage of the facility does not imply the City’s endorsement of meetings, groups, or beliefs.
- We reserve the right to cancel or refuse any rental.
- **Raising funds, charging admission or collecting money must have prior authorization.**
- Any inflatables/tents must be weighted down, not staked into the ground. User must provide own generator for inflatables.
- Facilities must be left in a clean and orderly condition. Lessee will be required to pay for all damage, loss and cost of excessive clean up.
- Parks and facilities are patrolled by local law enforcement agencies. All applicable rules and regulations including State Statutes and City ordinances will be enforced.
- Certificate of Insurance is required from Youth Sports Groups, tournaments, special events and camp renters. Lessee must provide the City with a certificate of insurance showing that the applicant has a comprehensive general liability policy for \$1,000,000 and that the City and County of Broomfield and its employees, officers and authorized volunteers are endorsed on such certificates as additional insured.
- During the time the field and spectator area are being used by the Lessee, the Lessee is responsible for all accidents, injuries, field damages, or loss of property. The City and County of Broomfield and its designated representatives shall be held harmless from any and all claims resulting from the use by the Lessee.
- The Lessee may not sell or authorize the sale of food or concession items without the written approval of the Director of Recreation Service or designee, the Broomfield Health Department and the contracted concessionaire.
- No dogs are allowed at Community Park, Broomfield Industrial Park fields and any synthetic turf fields.
- No glass containers are allowed in any of the city parks, ball fields or athletic fields.
- No smoking, tobacco or alcohol use on fields. No exceptions!!

Cancellation/Change Policy

- WEATHER POLICY: If the City and County of Broomfield deems fields unplayable, the renter will be given the option to reschedule (space available) or receive a refund for unplayable times.
- Tournament Reservations require a **\$300.00** non-refundable down payment at the time of reservation. The balance must be paid in full 14 days prior to reservation.
- Additional Field Preparation due to inclement weather will be charged to the renter accordingly.
- Fields will not be rented to any organization whose use of the fields presents a conflict of interest.
- Cancellations/Changes made two weeks or less prior to the event will forfeit 50% of the total reservation fee.

I agree that failure to abide by the above mentioned policies may result in additional fees and/or rental cancellation. I agree to all the rules and regulations of the Field Rentals Policy Agreement.

Applicant Signature

Date



**CITY AND COUNTY OF BROOMFIELD
Athletic Field Rental Information Page**



For a Full List of Athletics Fields, please visit:
<http://www.broomfield.org/index.aspx?NID=565>

<u>Field Type</u>	<u>Broomfield Resident Fee Per Hour**</u>	<u>Non Resident Fee Per Hour</u>	<u>For Profit Fee Per Hour</u>
Grass Fields	\$16.00	\$32.00	\$60.00
Tournament per Field**	\$127.00 per day	\$250.00 per day	-
Championship Turf Field	\$42.00	\$96.00	-
Yellow Pod Turf Fields	\$32.00	\$64.00	-
Yellow Pod Turf Fields	\$256.00 per day	\$500.00 per day	-

<u>Add-On Fee</u>	<u>Broomfield Resident Fee**</u>	<u>Non Resident Fee</u>	<u>For Profit Fee</u>
Field Prep SB/Baseball	\$34.00 per field	\$35.00 per field	\$55.00 per field
Field Prep FB/Soccer	\$54.00 per field	\$73.00 per field	\$104.00 per field
Field Lights	\$30.00 per hour	\$30.00 per hour	-
Bases Rental	\$25.00 per field	\$25.00 per field	
Temporary Fencing*	\$100.00 per field	\$100.00 per field	* Community Park Only

**** Organizations/Teams must be a Broomfield Recognized Group
 OR submit a team roster showing 80% Broomfield residents to qualify for Resident Rates.**

<u>Field Complex</u>	<u>Grass/Turf</u>	<u>Type</u>	<u>Location</u>	<u>Restroom</u>	<u>Lights</u>
Broomfield Commons					
Blue & Red Pod Fields	Grass	Soccer	Sheridan Blvd & Broomfield County Commons Dr.	Yes	No
Yellow Pod Fields	Artificial Turf	Soccer/FB/Lacrosse		Yes	No
Championship Field	Artificial Turf	Soccer/Football		Yes	No
Broomfield Community Park					
4 Fields: Shaw, Hall, Stratton & Hosey	Grass	Softball/Baseball	Lamar St & 1st Ave	Yes	Yes
Broomfield Industrial Park					
4 Fields: Clapper, Lange Rockies & Thomas	Grass	Softball/Baseball	W. 116th Ave & Teller St	Yes	Yes
Interlocken West Park					
2 Fields: West & East	Grass	Softball/Baseball	Eldorado Blvd & Network Pkwy	Yes	No
Non-Complex Fields					
Anthem park (2 Fields)	Grass	Soccer/Lacrosse	15663 Sheridan Pkwy	Yes	No
Highland Park (5 Fields)	Grass	Soccer Fields	Highland Park Dr & Dover Ct	Port-a-john	No
Country Estates Park	Grass	Softball/Soccer	Aspen St, North of 136th Ave	Port-a-john	No
Legacy Park	Grass	2 Soccer Fields	136th & Zuni (West of HS)	Port-a-john	No
Northmoor Park	Grass	Softball & Soccer	13th Ave & Birch	Yes	No
Broadlands park	Grass	Soccer & Softball	Sheridan Blvd & Meadow Mtn Dr	Port-a-john	No



CITY AND COUNTY OF BROOMFIELD
Field Reservation Request
 Please submit by secure e-fax to (303)464-5515
 OR email to fieldrentals@broomfield.org



Name _____ Email _____
 Organization (if applicable) _____
 Address _____
 City _____ Zip _____ County _____
 Phone (Cell) _____ Phone (Home) _____

Requested Date _____ Times (start & end) _____
 Alternative Date _____ Alt Times (start & end) _____
 Number of Fields Requesting _____ Age Group _____

Event Function	Hourly Rate	X # of Hours	Add-Ons	TOTAL
<i>Please be specific. (i.e. Practice, Game, Company Event, etc.)</i>				
Field(s) Requested				
Field(s) Requested				
Field(s) Requested				
Field(s) Requested				
Grand Total				

Type of Sport: _____
 Number of Participants: _____
 Number of Spectators: _____

- I have read and agree to the terms and conditions of the change/cancellation policy.
- I understand that the Parks Department will monitor the length of time of my event. I will be charged appropriately if my time exceeds my reservation/permit.

Signature: _____ Date: _____

Add-On Requests: Base Rental Field Prep Temporary Fencing Lights

Notes: _____

For Office Use Only: Date Received: _____ Time: _____ Walk in / Email / Fax Staff: _____



ATHLETIC FIELD WEATHER POLICY

The following are the guidelines used to determine whether or not turf damage can occur.

- Standing water in goal mouths and midfields
- **When frost exists, no play prior to 9:30 am.**
- Snow covered
- Where grass is sparse or field is worn badly and ground is saturated
- Standing water or puddling exists on field or surrounding area
- Field is spongy when walked on.

In case of unusable conditions, athletic fields will be closed.
NO SNOW REMOVAL WILL BE PERMITTED.

At anytime conditions exists that field damage will occur, games will be postponed.

There shall be no play on frost covered fields; the games shall be delayed until fifteen minutes after the frost has melted. Games shall be scheduled after 9:30 am before April 15th and after October 14th, to reduce delaying scheduled games.

There will be one primary contact for communications between Parks and Recreation Services. All communications will be channeled through these two individuals. A back up person or persons will be identified when the primary representative of either agency is unavailable.

If the Field Supervisor in charge has any doubts that games shouldn't be played, then they must contact the Parks Dept and a recommendation will be made at that time.

No motorized vehicles will be allowed on any field or park under any conditions.

The City and County of Broomfield Parks Division or Recreation Services has the ultimate authority to close the fields, if necessary, at any time due to weather conditions, unforeseen maintenance situations, or for the safety of its participants.

YOUTH ASSOCIATIONS WILL BE HELD MONETARILY LIABLE FOR DAMAGE TO TURF AND IRRIGATION IF FIELDS ARE DAMAGED FROM USE.

I have read and understand the Field and Weather Policy and agree any damaged incurred by failure to abide by the above mentioned policies may result in additional damage fees.

Signature _____ Date _____