



City of Clermont Parks and Recreation Athletic Field Rental Application

If approved, this application will be subject to the use agreement that is attached to this form and to the charges indicated below. Please write legibly, and you will be contacted by City Staff on the outcome of your application.

Date of Application: _____ Rental Activity: _____

Date(s) of Request: _____ Actual Rental Hours Start: _____ End: _____

(All rentals must end no later than 10pm)

Lights Requested: Yes No When applicable lights will come on 15 minutes prior, and post rental.

Set Up Hours Start: _____ End: _____ Breakdown Hours Start: _____ End: _____

Please check park(s) being requested: Maximum capacity 50 participants/coaches/officials per field

- Bishop Hancock Kehlor Lake Felter McKinney Palatlahaha West Park

Fields/Courts Requested: _____

Name of Organization/Renter: _____

Check Type of Organization (please attach non-profit exemption if applicable): Not for Profit For Profit
 Individual Government

Tax Exempt: Yes No If Yes, you must submit your Tax Exempt documentation with the application.

Rental Participants: _____ Expected Attendance: _____ # of Vehicles: _____

Will you have an admission fee: Yes No If yes, how much: _____

Lining, Field Prep needed? Yes No *Field lining fee indicates initial lining; additional lining is available for additional fees upon request. If lining needed, please specify details below.

Do you have any special requests/requirements? (Equipment needed, Goals/Bases, Set-up, etc.) Note Sand bags are not readily available please bring your own if required:

Do you intend to set up tents? Yes No If yes, then how big, how many and location/s?
(Please attached proposed event layout as a special tent permit may be required)

Briefly Describe Rental/Activity/League (including fees to be charged if any): _____

Primary Contact: _____ Email: _____

Cell Phone: _____ Other Phone/Fax: _____

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

Secondary Contact: _____ Phone #: _____

Email: _____

Refund Payable To: _____ Day Phone: _____

Refund Mailing Address: _____

ITEM	RESIDENT/ NON PROFIT	NON RESIDENT
Event Application (Non-refundable)	\$10	\$10
Athletic Field Deposit	\$150	\$150
Tournament Deposit	\$400	\$400
Field Rental		
Per Hour-Without Lights	\$15	\$25
Per Hour-With Lights	\$25	\$35
Field Prep Fee Per Baseball or Softball Field	\$20	\$30
Field Prep Fee Per Multipurpose Field (First Time)	\$100	\$125
Field Prep Fee Per Multipurpose Field (Repaint)	\$60	\$75
Courts		
Tennis Court - Per Court Hourly Rental	\$15	\$25
Basketball Court - Per Court Hourly Rental	\$15	\$25
Baseball/Softball Batting Cage Rental – Per Hour	\$5	\$10
Additional Park Staff Cost – Per Hour	\$25	\$25
Maintenance Tournament Staff Cost – Per Hour (Minimum \$100 per day)	\$25	\$25
Sales Tax		

* Resident is defined by living, owning a business or owning land inside the City limits of Clermont

** Cleaning Fee will be taken out of deposit based on condition of facilities left

Payments and Reservations:

Please see above chart for rental fees. Application must be approved, and costs calculated by City Staff before payment submitted. Rental payment and appropriate insurance and waivers, must be signed by the applicant and approved by the Parks and Recreation Department before a reservation can be guaranteed. **Applications and fees shall be received a minimum of 3 business days prior to requested use and no more than 6 months prior to the event date.** Please drop off or mail these forms to the City of Clermont Recreation Department located at Clermont Arts and Recreation Center, 3700 Highway 27, Clermont, FL 34711. Please remember your request will not be reserved until all required fees are paid. Payment may be made in the form of cash, card, Money Orders, or Check payable to the **City of Clermont.** Deposits, and refunds will be returned to the listed mailing address labeled "Refund mailing address." The City cannot refund with cash, or card, and will not hold checks. Please allow 2-3 weeks for refunds to be processed.

Hold Harmless/Insurance Agreement:

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney’s fees, arising out of, or resulting from the occupancy of the Park by the User, its agents, servants, invitees, and guests under this license.

The user will take all reasonable precautions for the safety of, and will provide reasonable protection to prevent damage, injury, or loss to all persons and property in the Park.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant’s insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park. There is no parking allowed at any place of business or residence near the park unless written permission is granted by the owner in advance.

**CITY OF CLERMONT
ATHLETIC FACILITY RULES & REGULATIONS**

The guidelines and procedures specified through this document will govern all recreational and competitive organized sports activity use. These guidelines will be administered and enforced by the City of Clermont at athletic sites maintained and operated by the City of Clermont Parks and Recreation Department.

A sound maintenance program is important to ensure athletic facility turf quality. Consideration will be given to the endurance limits of the turf in scheduling the use of the facility. The City of Clermont Parks and Recreation Department programs have first scheduling priority. All fees will be assessed according to the City’s approved fee schedule.

Failure to adhere to any of these conditions may result in immediate cancellation of the existing contract/agreement and future use of all City Parks and Recreation facilities.

Any inquiries pertaining to these guidelines or requests for interpretation of application should be sent to the Recreation Director’s office for a decision or clarification. Further action may be taken to the Assistant City Manager’s office as an appeals process.

General Rules

- Fields are open for individual or unorganized public use during normal park operation hours. Any organized groups, outside organizations or teams wanting to use the City of Clermont Parks facilities may

rent fields between the hours of 7:00 a.m. and 10:00 p.m. at most of our athletic facilities. All field lights will be turned off at 10:00 p.m.

- Maximum field capacity 50 people total including coaches, players and spectators.
- In light of Covid-19 social distancing is encouraged and teams may wear masks or check the temperatures of players but this will not be required.
- Users are to remain in assigned area(s) and are responsible for supervising all participants in their program as to not interfere with other on-going activities/programs.
- No one is allowed on locked fields. Please see facility staff for access.
- Smoking is prohibited on all athletic fields, dugouts, and spectator areas. Smoking is permitted at designated site locations.
- Alcoholic beverages are prohibited at athletic facilities.
- Parking is permitted ONLY in designated areas; illegally parked cars are subject to being towed.
- Loitering at the facility is prohibited.
- Pre and Post activity storage is not provided.
- The City of Clermont is not responsible for items stolen or left on the premises.
- The bleachers will be closed at this time to encourage social distancing.
- Concessions will not be open at this time.

Communication with Recreational Sports Field Users

For the purpose of eliminating confusion and establishing one-on-one direct communication flow between the City of Clermont and the sports organizations, the President or designee of the group shall be the official spokesperson. All communication with the City must be made through the President or designee to the City's Recreation Coordinator. If extension, or day of questions about field usage please contact the City of Clermont Park Rangers at 352-874-5590, and/or 352-396-5916.

Insurance

Sports organizations utilizing fields must supply a Certificate of Insurance reflecting minimum coverage of \$1,000,000 Comprehensive General Liability insurance, without deductions, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the sport organization's insurance policy shall not be cancelable without thirty days prior written notice to the City of Clermont.

Law Enforcement in the City of Clermont Parks

All persons entering the facility are subject to the policies set forth by the City of Clermont. The sports organization renting the facility is responsible for the enforcement of those policies. Uniformed law officers of the Clermont Police Department will be called upon to assist in the enforcement of applicable City ordinances.

The City of Clermont may ban any athletic participant or event attendee from admission to the facility for such length of time as the City may deem necessary in order to punish or prevent indecorous or improprieties behavior by such participant or attendee.

Safety

- The City of Clermont, at any time, may cancel, postpone, or delay any game or practice due to inclement weather or any other factors, which might impair the safety of participants or cause damage to the playing

areas. The City will contact all sports organizations, if possible, in the event of cancellation. It shall be the responsibility of the user to advise its members of any facility cancellation.

- The head of each League or organized sports group will be required to fill out and turn in attached City of Clermont League participant waiver.
- In case of lightning, no one will be permitted on the fields and they will be closed until signaled by the ThorGuard Lightning Prediction System. If the park is not equipped with the system, field will be closed for thirty (30) minutes after the last visible lightning strike. Immediately after first incident of severe weather, all outside areas (i.e. fields, dugouts, bleachers, etc.) should be cleared of patrons. All outside areas should be checked, all equipment secured.
- Sports organizations will take all reasonable precautions for safety. Sports groups will provide reasonable protection to prevent damage, injury, or loss to all persons and property at the facility.
- Sports organizations will comply with all applicable safety laws, ordinances, rules, regulations, standards and lawful orders of any public authority bearing on the safety of persons or property, and protection of such from damage, injury or loss.

Scheduling

- Usage of facility is only for time and dates indicated in the agreements and facility use contracts. Games are to begin early enough to ensure completion by the end of the rental time. If use runs past allotted time, additional time will be charged the hourly rate for each hour or half-hour overtime.
- Failure of any sports organization to utilize any scheduled field without twenty-four (24) hours' notice to the City of Clermont may result in restriction and/or termination of use after the third occurrence. ***Full refunds for field rentals not utilized will only be granted if the field user gives a prior 5 business days' cancellation notice to the Recreation Department. Credits towards future usage because of cancellations will not be allowed.***
- Extensions for games, practices, playoffs, etc. must be requested immediately and approved by the Recreation Department.

Maintenance

- The City of Clermont will maintain fields for games and practices. At the end of each use, all sports organizations will be responsible for removal of all debris in utilized areas.
- At no time will a sports organization perform any maintenance to a field without verbal agreement with the City of Clermont prior to beginning the task. They may assist City of Clermont employees if requested.
- The Parks and Recreation Department staff will provide field markings as agreed upon between user and City.

I have read the above and understand the conditions. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): _____

Group Representing: _____

User Signature: _____

Date: _____

City of Clermont Employee Signature: _____
(Signature represents receiving of application, it does not represent approval of application)

Date: _____

City of Clermont Recreation Department
3700 Highway 27, Clermont, FL 34711
(352) 394-3500 office, (352) 394-2900 fax
www.ClermontFL.gov