



Application for Use: Adult Softball Complex

City of Pleasanton Community Services Department
Mailing Address: P.O. Box 520, Pleasanton, CA 94566 Phone: (925) 931-3437

Applicant Name: _____ Applicant Phone: _____

Applicant Email: _____ Applicant Address: _____

Organization Name: _____ Organization Phone: _____

Organization Website: _____ Organization Address: _____

Estimated percent of group which are Pleasanton residents (Proof required): _____ Estimated Number of Participants: _____

Brief Explanation of Sport/Activity and Equipment List (i.e. games, practices, clinics, vendors, amplified sound, tents, etc.):

Tournament Date(s): _____

Tournament Times (must include set-up/clean-up): _____

Conditions of Use

(Initial Each Section)

____By February 1, 2018, renter shall submit a \$500 deposit. Renter must have a \$500 deposit for each weekend tournament. The initial deposit may be rolled over from tournament to tournament.

____Cancellations: 100% deposit refund at least sixty (60) days prior to tournament; 50% deposit refund at least thirty (30) days prior to tournament; No deposit refund less than 30 days prior to tournament. Full refunds will be issued for rainouts or cancellations determined by the City.

____By February 1, 2018, renter shall provide the City with a copy of a valid City of Pleasanton Business License and Certificate of Insurance (two million, general liability with an endorsement page) listing the 'City of Pleasanton' as additionally insured. Renter shall be responsible for ensuring the business license and insurance policy are valid and up to date for any use of City facilities.

____Brackets/schedules, Supplemental Tournament Information Sheet, and all other applicable documents must be submitted in one comprehensive email by noon at least three days prior to the tournament start date. Late documents (including changes to original submittal) will result in a \$250 processing fee which must be paid prior to the tournament start date.

____If vendors are present, a promoter's license is required for the renter to acquire. In addition, a vendor site map will be required indicating specific locations of vendors and all other equipment. The City has final decision on specific locations of equipment and overall layout. For additional information regarding a promoter's business license, contact the City's Business Licensing Division at (925) 931-5440. Failure to disclose vendors will result in a \$250 penalty fee and subject to forfeit future uses.

____No alcoholic beverages and smoking (including e-cigarettes) are allowed inside City parks, including the softball complex and parking lots. The renter is responsible for promptly addressing conduct issues with all players and spectators. If renter fails to address and correct player and or spectator conduct issues, a \$250 penalty fee will be assessed and subject to forfeit future uses.

____Renter is responsible for monitoring garbage flow inside the Softball Complex (including restrooms) and surrounding parking lots at all times. Renter shall complete a facility inspection with City staff at the conclusion of play each day to ensure the facility and surrounding parking lots are free of debris. Failure to complete a facility inspection with City staff will result in a \$250 penalty fee and subject to forfeit future uses.

____Should you wish to charge a gate fee/donation, the hourly field rental fee will be \$30 per field. In addition, the renter must supply a gate attendant per gate (4 total). Failure to disclose an admission fee/donation will result in a \$250 penalty fee and subject to forfeit future uses.

____Field rental charges will begin one hour prior to tournament start time and all gates will be opened. Renter is only permitted to utilize fields that have been authorized.

____Selling food/drinks is not permitted. There is a full service concession on-site

_____The Tournament Director (TD) shall remain on-site until all participants have left the softball complex. Should the TD leave the premise for any reason, he/she must advise on-site City staff and introduce them to the acting TD. The acting TD will assume all responsibility in the absence of the assigned TD during the tournament.

_____Initial field prep will be completed prior to the start of the tournament each day by City staff for a fee of \$40 per field. Field prep consists of water, drag, chalk (1st/3rd base lines and batter's box), bases set at 70 feet, and the pitching rubber set at 60 feet. Renter will outline field specifications on the Supplemental Tournament Information sheet.

_____Renter is permitted to groom the field's in-between games. All infield grooming must be done by hand and the use of City vehicles and equipment is not permitted. Non-City vehicles are not permitted on the field or inside the softball complex. Failure to disclose infield grooming in-between games will result in a \$250 penalty fee and subject to forfeit future uses.

_____The City *may* have the ability to provide mid-day field prep. If desired, an email request is required at least one month prior to tournament date with the approximate start time. Adequate time (45 minutes per field) must be built into the tournament game schedule in a consecutive sequence. The mid-day field prep fee is \$160 which includes re-prepping the fields in use. Fee is non-refundable and the price will not be pro-rated for less fields re-prepped.

_____The City may have the ability to provide umpires and scorekeepers. If desired, an email request is required at least one month prior to tournament date with the number of umpires per field and the approximate start/end times per field. The fee for one umpire per field is \$30 per game; the fee for two umpires per field is \$53.50 per game; the fee for a scorekeeper is \$15 per hour per field.

_____Renter is responsible for monitoring their own start and end times. Games cannot begin later than 9:00pm. In addition, all Sunday tournaments must adhere to a hard stop at 2:30pm, unless otherwise granted, in writing, by the City in advance. A \$250 penalty fee per field will be charged, should the renter exceed their allotted time.

_____Subleasing the fields in any manner is prohibited. Any weekend(s) the potential renter is unable to field a tournament, it is mandatory that they relinquish their reservation(s) back to the City of Pleasanton.

_____In times of inclement weather, the City operates a weather line (925-931-5360) and website (www.pleasantonsports.org). On weekdays the weather line and website are updated by 3:00pm and 7:00am on weekends.

_____The City is not responsible for any items that may have been lost or stolen during the event.

_____City staff are present to monitor facility, to ensure safety, and to ensure rules and regulations are being followed and enforced.

_____City Staff has the final decision on all matters regarding facility and field use. Failure to abide by these Conditions of Use may result in penalty fees, cancellation of rental agreement and future uses.

Rates (per hour and per field)

Category	Rental Fee	Light Fee	Field Monitor Fee
A • City Co-Sponsored Groups • Pleasanton Non-Profit Groups (75% or more Pleasanton Residents)*	\$0	\$15	\$30
B • Pleasanton Residents (Private use) • Non-Profit Groups (less than 75% Pleasanton Residents)*	\$17	\$15	\$30
C • Non-Residents (Private use) • Pleasanton Based Businesses	\$22	\$15	\$30
D • All Non-Pleasanton Based Businesses	\$27	\$15	\$30

* Proof Required

I certify that the information provided herein is correct. If I am renting the facility on behalf of an organization, I certify that I am authorized to execute this agreement on behalf of the organization.

I certify that I have read the Rules and Regulations ("Rules") at www.pleasantonsports.org pertaining to the use of the City's facility. I agree to comply with the Rules and to be responsible for informing those using the facility of the Rules. I agree (and/or the organization that is seeking to use the facility agrees) to be responsible for any damage sustained to the facility as a result of my use (or my organization's use) of the facility.

I further agree (and/or the organization that is seeking to use the facility agrees) to release, hold harmless, defend, and indemnify the City of Pleasanton from any claim, damages, injuries or death, costs, or cause of action which I have (or may have in the future) related to use of the facility. I have provided the City with a Certificate of Liability Insurance with a minimum general liability limit of \$2,000,000 and an Additional Insured Endorsement naming the following as additional insured: the City of Pleasanton, its officers, employees, agents, and volunteers (and where the facility is owned by the District also naming the Pleasanton Unified School District, its officers, employees, agents, and volunteers.)

Signature of Applicant _____

Date _____