



Application for Use: Adult Softball Complex

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

Applicant Name _____
Applicant Phone _____
Applicant Email _____
Applicant Address _____
Estimated Number of Participants _____

Organization Name _____
Organization Phone _____
Organization Website _____
Organization Address _____
What percent of group are Pleasanton residents _____

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

Dates (actual dates of use may vary from dates requested - Indicate Age Group: Youth, Adult, Seniors):

Times (actual times of use may vary from times requested):

Conditions of Use

(Initial Each Section)

____ User shall provide the City with a copy of a valid City of Pleasanton Business License (if applicable) and Certificate of Insurance (two million, general liability) listing the City of Pleasanton as additionally insured. User shall be responsible for ensuring the business license and insurance policy are valid and up to date for any use of City facilities.

____ Field rental charges will begin at the time of field prep. User is only permitted to utilize fields that have been authorized.

____ No alcoholic beverages and smoking (including e-cigarettes) are allowed inside City parks, including the softball complex and parking lots. User is responsible for promptly addressing conduct issues with all players and spectators. If user fails to address and correct player and/or spectator conduct, a \$250 penalty fee may be assessed and subject to forfeit future uses.

____ User is responsible for monitoring garbage flow inside the Softball Complex (including restrooms) and surrounding parking lots at all times. User 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 may result in a \$250 penalty fee and subject to forfeit future uses.

____ Permission from the Director of Library and Recreation or their designee is required when charging a entry/donation fee. User must disclose on supplemental information sheet. Failure to disclose may result in a \$250 penalty fee.

____ User is responsible for all field prep including water, drag, chalk, bases and pitching rubber set at desired distance. All field prep must be completed, and equipment put away before public may enter facility. Field prep will occur Saturday morning (5 - 7 a.m.) and Saturday night (10 p.m. – 12 a.m.). The use of City vehicles and equipment is not permitted. Any damage caused by the user during field prep may result in a \$250 penalty.

____ Approval is required for the use of vehicles (gator, golfcart, etc.) from the Director of Library and Recreation or their designee. User must disclose vehicles on supplemental information sheet. Failure to disclose may result in a \$250 penalty.

____ City may have the ability to provide umpires and scorekeepers for additional fees. If desired, an email request is required at least one month prior to event date with the number of umpires per field and the approximate start/end times per field.

____ User is responsible for monitoring their own start and end times. Games cannot start earlier than 8 a.m. and begin later than 9 p.m. A \$250 penalty fee per field may be charged, should the user exceed their allotted time.

____ Subleasing the fields in any manner is prohibited. Any weekend(s) the user cannot use, must inform the City immediately.

_____ 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 p.m. On weekends, field playability will be determined by City staff and the user or person in-charge. City staff will have final say on field playability.

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

_____ City staff are present to monitor facility, ensure safety, and confirm rules and regulations are being enforced by the user.

_____ City staff has 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.

_____ If additional vendors are present, a promoter's license is required. 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 may result in a \$250 penalty fee and subject to forfeit future uses.

_____ User shall submit a \$1000 deposit. User must have a \$1000 deposit for each weekend tournament. The initial deposit may be rolled over from event to event.

_____ The user shall remain on-site until all participants have left the softball complex. Should the user leave the premise for any reason, they must advise on-site City staff and introduce them to the "person in-charge (PIC)." The PIC will assume all responsibility. Failure to have a PIC may result in a \$250 penalty.

_____ Cancellations: 100% deposit refund at least sixty (60) days prior to event; 50% deposit refund at least thirty (30) days prior to event; No deposit refund less than thirty (30) days prior to event. Full refunds will be issued for rainouts or cancellations determined by the City. The user may decide to cancel due to inclement weather, without penalty, and receive a full refund.

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

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

Rates (per hour and per field)

Category	Field Rental	Lights	Field Monitor
A <ul style="list-style-type: none"> • City Co-Sponsored Groups • Pleasanton Non-Profit Groups (75% or more Pleasanton Residents)* 	\$0	\$18	\$45
B <ul style="list-style-type: none"> • Pleasanton Residents (Private use) • Non-Profit Groups (less than 75% Pleasanton Residents) 	\$20	\$18	\$45
C <ul style="list-style-type: none"> • Non-Residents (Private use) • Pleasanton Based Businesses 	\$25	\$18	\$45
D <ul style="list-style-type: none"> • All Non-Pleasanton Based Businesses 	\$31	\$18	\$45

* 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 _____