



7370 Groveport Road • Groveport, OH 43125  
614-836-1000 Office / 614-836-2999 Fax  
[www.groveportrec.com](http://www.groveportrec.com)

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Kyle Lund  
*Director of Parks & Recreation*

DATE: 7-18-08

Cathy Kirkwood  
*Administrative Assistant*

TO: General Public

James Berry  
*Aquatics Manager*

FROM: Kyle Lund, *Director of Parks & Recreation*

Jeff Card  
*Facilities Manager*

RE: Athletic Field Reservations

Stephania Peyton  
*Sports/Fitness Manager*

If you are interested in utilizing one of our softball/baseball fields or soccer fields, please complete the below 3-page document "Athletic Field Reservation Application, Contract & Permit".

Tara Palm  
*Clerk*

Once you have read, completed and signed the document, please see one of our staff members at the front desk of the Groveport Recreation Center (7370 Groveport Rd.) for processing. The Groveport Recreation Center is open as follows:

Deb Scholl-Saulnier  
*Senior Citizens Coordinator*

Monday – Friday (5:30 a.m. – 9:00 p.m.)

Jared Rammel  
*Parks Superintendent*

Saturday (8:00 a.m. – 8:00 p.m.)

Sunday (8:00 a.m. – 6:00 p.m.)

Thank you for cooperation and if you have any questions, please feel free to call our office at (614) 836-1000.

# Athletic Field Reservation Application, Contract & Permit

Village of Groveport  
Parks & Recreation Department  
7370 Groveport Rd.  
Groveport, OH 43125  
(614) 836-1000 Office  
(614) 836-2999 Fax

This document will not be considered unless all fields are complete. Please print clearly.

Name of Team/Group: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Name of User: \_\_\_\_\_  
(First) (Last) (Middle Initial)

Driver License Number or State I.D. #: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip)

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ Fax Phone: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time \_\_\_\_\_ a.m./p.m. \_\_\_\_\_ a.m./p.m.  
(From) (To)

Purpose of Facility Rental: \_\_\_\_\_

**SOCCER FIELD RESERVATIONS:**

**Field(s) Requested:**

*All soccer fields are currently located at Groveport's Cruiser Park (Old Hamilton Rd. & Bixby Rd.). See Sports/Fitness Manager for current field labeling and sizes, as labeling and sizes change each season.*

Description of Field: \_\_\_\_\_  
\_\_\_\_\_

**Soccer Field Reservation Fees:**

<u>Description</u>	<u>Days</u>	<u>Classification</u>	<u>Rates</u>
Soccer Field	Mon. - Sun.	GPRD Team	Free
		Resident	Free
		Non-Resident	\$20/hr.
Site Supervisor (if required)	Mon. - Sun.	Res. & Non-Res.	\$20/hour (min. of 2 hrs.)
Additional Field Maintenance Requested	Sat. - Sun.	Res. & Non-Res.	\$60/hr. (min. of 2 hrs.)

**Calculation of Soccer Field Reservation Related Fees:**

Rental Rate	\$ _____ x _____ hrs. x _____ # of fields	\$ _____
Site Supervisor	\$20/hr. x _____ hrs. (min. of 2 hours)	\$ _____
Additional Maintenance Requested:	\$60/hr. x _____ hrs. (min. of 2 hours)	\$ _____
	_____	\$ _____
		Total: \$ _____

**BALL DIAMOND RESERVATIONS:**

All fields are located at Groveport Park. Fields without backstops cannot be reserved, unless agreed upon by the VOG.

**Field(s) Requested:**

\_\_\_ Field #1 (Youth)      \_\_\_ Field #3 (Adult Softball)      \_\_\_ Field #5 (Adult Softball)  
 \_\_\_ Field #2 (Adult Softball)      \_\_\_ Field #4 (Youth)

**Ball Diamond Reservation Fees:**

<u>Description</u>	<u>Days</u>	<u>Classification</u>	<u>Rates</u>
Ball Diamond	Mon. - Sun.	GPRD Team	Free
		Resident	Free
		Non-Resident	\$10/hr.
Site Supervisor (if required)	Mon. - Sun.	Res. & Non-Res.	\$20/hour (min. of 2 hrs.)
Additional Field Maintenance Requested	Sat. - Sun.	Res. & Non-Res.	\$60/hr. (min. of 2 hrs.)

**Calculation of Ball Diamond Reservation Related Fees:**

Rental Rate	\$ _____ x _____ hrs. x _____ # of fields	\$ _____
Site Supervisor	\$20/hr. x _____ hrs. (min. of 2 hours)	\$ _____
Additional Maintenance Requested:	\$60/hr. x _____ hrs. (min. of 2 hours)	\$ _____
	_____	\$ _____
	<b>Total:</b>	\$ _____

**Terms and Conditions:**

1. USER - User must be a legal entity or (18) years of age or older. User shall be held responsible for the conduct of all group members and shall remain on site during the rental. User agrees to use the facility in a safe and careful manner and shall comply with all federal, state and local laws and any rules and regulations set forth by Village of Groveport (VOG). User cannot sublease this rental. Park rules can be viewed at [www.groveportrec.com](http://www.groveportrec.com).
2. PROOF OF VILLAGE OF GROVEPORT RESIDENCY - Non-Residents are welcome to utilize the athletic fields. In order to receive the Groveport Resident rate, a resident is required to provide a valid Ohio Driver License or State I.D. Card accompanied by a Groveport Water Bill, utility bill or tax bill. Corporate Resident is defined as any individual that lives outside the corporate limits of the Village of Groveport, but is employed within the corporate limits of the Village of Groveport. The Corporate Resident is required to provide a recent pay stub showing the person's name and business address.
3. DISCLAIMER - All athletic field rentals are subject to the terms, conditions and rules set forth by VOG. As specifically set forth in the Terms and Conditions, VOG shall hereby let to User and User shall hereby lease from the VOG the use of the agreed upon athletic field(s), on specified date and time. The VOG assumes no responsibility for the manner in which the User utilizes the facility. Any activities taking part during the time period covered by this agreement shall be under the sole direct supervision and control of the User or its designated officers, agents, employees, members, guests, patrons or employees. VOG assumes no responsibility for the manner in which activities are conducted. However, VOG may cease activities for any just cause, especially if there is potential for injury to the general public or damage to the facility. VOG assumes no liability in the event of accident or injury and makes no warranty as to the playing conditions that may exist on any of the fields.
4. GENERAL USE - All fields are located on VOG property. All VOG programs (games, practices, camps, clinics, tournaments, etc.) and local leagues/organizations will be scheduled by VOG before any other field rental is scheduled.
5. RESERVATIONS - Reservations are to be made on a first-come first-served basis. Reservations may not be made any sooner than two weeks in advance of the requested date and no more than two reservations may be made per week, unless other arrangements have been made with VOG or if the reservation is for a Village sponsored event or program.
6. PAYMENT - Full payment is due at time of reservation. Checks should be made payable to the "Village of Groveport".
7. INSURANCE - Organizations must provide proof of general liability insurance in the amount of \$1,000,000 and name the Village of Groveport as additional insured.
8. OCCUPYING - The athletic field(s) may not be occupied until the stated time on this Contract. The athletic field(s) must also be vacated at the indicated time on this Contract. User will be charged for 1-full hour (at going rate) for additional time used. VOG reserves the right to change field assignments as necessary. This reservation **only** gives User the sole right to utilize the athletic field(s) during the time stated. **All other areas in the park are open and available to the general public.**
9. CONDITION OF ATHLETIC FIELD(S) - VOG attempts to maintain the athletic field(s) on a regular basis. However, VOG does not inspect the athletic field(s) prior to every use and makes no claim that the athletic field(s) will be in a condition suitable to each User.
10. ADDITIONAL CHARGES - Based on the time and size of the rental, VOG may require additional staff to be scheduled. User will be charged according to rates established by VOG. At the discretion of VOG, User may be required to pay VOG provided Special Duty Police Officers at the hourly rate established by the Groveport Police Department for additional security.

11. DISMISSAL - VOG reserves the right to dismiss any participant from the facility for criminal and/or unruly conduct or failure to observe rules & regulations.
12. INHERENT RISKS - User and User's participants shall assume all inherent risks.
13. LIABILITY - User agrees to indemnify and hold VOG harmless from and shall reimburse it for, any and all losses, costs and expenses arising out of any liability, or claim of liability for injury or damages to persons or property sustained by anyone, by reason of User's utilization or occupation of the facility under this Contract, or by any act or omission of User or any of its officers, agents, employees, members, guests, patrons, or invitees and User shall pay any and all damages to the property of VOG or for loss or theft of such property, done or caused by such persons.
14. INSPECTION - User is responsible for inspecting the facility before its use and is responsible for making its participants aware of any existing hazards.
15. FOOD AND BEVERAGES - User agrees to not sell any food or drink on the premises.
16. BANNED SUBSTANCES - User agrees that no alcoholic beverages, drugs, or other banned substances of any kind will be used in or on the premises. User understands that any violation of this rule shall give the VOG the right to terminate this Contract without penalty to the VOG and permanently bar User from or any member or guest of the User from the premises.
17. ADDITIONAL CLEAN UP - User will clean up all debris and will dispose of in trash receptacle. User may be charged for any excessive clean-up necessary due to User's rental of the athletic fields.
18. ALTERATION OF FIELDS - User may not attempt to improve field conditions by digging, brooming, excessive raking, etc. User may not deposit any type of drying agent or fill on the athletic field. User may not remove (for any reason), any soccer goals, home plates, pitching rubbers or bases.
19. FACILITY RULES & REGULATIONS - User agrees to abide by all facility rules and regulations.
20. LOST OR STOLEN ARTICLES - VOG assumes no responsibility whatsoever for any lost or stolen property.
21. RIGHT TO CONTROL - It is understood that VOG reserves the right to control and manage the premises and to enforce all necessary and proper rules for the management and operation of the premises. VOG employees or other authorized representatives may enter and exercise their authority at the premises at any time. VOG also reserves the right, but not the duty, through its employees and representatives to eject any objectionable person or persons from the premises and User hereby waives any and all claims for damages against VOG or any of its representatives resulting from the exercise of this authority.
22. CANCELLATION BY VOG - VOG reserves the right to cancel any scheduled usages time for any reason. In the event of such cancellation, a mutually satisfactory later time and date will be substituted for the canceled time whenever possible. Furthermore, VOG is not responsible for any consequential damages related to the cancellation of the contracted time.
23. CANCELLATION BY USER - The User must give the VOG at least a 48-hour notice in order to cancel a reservation. All cancellations will be communicated through the Sports/Fitness Manager. Failure to cancel will result in loss of any refund.
24. CANCELLATION DUE TO INCLEMENT WEATHER - The VOG will work with the User to reschedule a field reservation due to inclement weather. If a field is prepared by the VOG for the User (dragged and lined), the User will not be eligible for any refund if the reservation is canceled by the User and not the VOG.
25. FIELD CLOSURES - Fields may be closed as conditions dictate. Users must call 614-836-1000 to ascertain if fields are open. The fields will be checked and closed as conditions dictate by the Parks Superintendent or his/her designee. Anyone who plays on a closed field will be subject to a \$150 fine per field (plus damages) and may be subject to a one-year suspension of eligibility for use of any field.
26. ON-SITE JUDGEMENT (BASEBALL/SOFTBALL FIELDS) - The guideline to follow is, "the field is too wet to play on when the infield material clings to the soles of shoes".
27. CANCELLATION BY UMPIRE OR VOG EMPLOYEE - If an umpire or VOG employee deems conditions (including weather) to be unsafe, play must stop immediately. All fields must be vacated if lightening or thunder is present or if any other condition threatens the safety of participants. Organizations or individuals who disregard a directive may be subject to a one-year suspension of eligibility for use of any field.
28. AMENDMENTS - This Contract cannot be modified in any way except by a written document signed by both parties.
29. GOVERNING LAW - This agreement shall be governed by the laws of the State of Ohio both as to interpretation and performance.
30. SEVERABILITY- If any provision of this Contract is determined to be unenforceable or invalid, the remaining provisions of this Contract shall not be affected thereby and shall remain in full force and effect.
31. FORCE MAJEURE - Neither party shall be liable for any damages, resulting from the elements, acts of God, or any other cause beyond the reasonable control of the parties.
32. SPECIAL CIRCUMSTANCES - VOG retains the right to change athletic field assignments based on scheduling conflicts and/or any other conflicts.
33. DISPLAY OF CONTRACT - This signed Contract must be in User's possession and must be displayed at the request of a Groveport Police Officer or authorized Village representative.
34. ENTIRE AGREEMENT - This document constitutes the entire Contract between the parties and supersedes all previous communications, representations, understandings whether oral or written, between the parties.

I hereby acknowledge that I have read and fully understand the above terms and conditions.



**Village of Groveport:**

By: \_\_\_\_\_  
Parks & Recreation Dept. Representative      Date

By: \_\_\_\_\_  
Village Administrator      Date

**User:**

By: \_\_\_\_\_  
Authorized User      Date



*Not valid unless signed by Village Administrator.*

Staff Processing: \_\_\_\_\_ Date: \_\_\_\_\_  
CC:    \_\_\_ Parks