

Appendix A

MONA CITY PARKS AND REC FIELD RESERVATION FORM

PLEASE PRINT LEGIBLY

(Any questions refer to Mona City Parks & Recreation Field Use Policy and Procedures)

The field reservation will be considered reserved on the dates and times requested when we have received the following:

1. Completed Park Field Reservation Form
2. Schedule(s)
3. Insurance Certificate
4. Payment or Deposit

To cancel a reservation, a five-work (5) day advance notice is required. If a cancellation is made with less than a five-day notice, only 50% of the reservation fee will be refunded.

Team Name/Organization: _____ Purpose of Reservation: _____

Head Coach/Contact Person: _____ Cell Phone: _____

Email Address: _____

Mailing Address: _____ City: _____ Zip Code: _____

Alternate Contact Person: _____ Cell Phone: _____

Email Address: _____

Do you have Liability Insurance as described in Mona City Parks and Recreation Field Use policy? Yes No

Liability Release Waiver

In consideration of the acceptance of this application for the above activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, property damages or death which may hereafter occur to me or anyone involved with my organization, team and or event as a result of participation in said reservation. This release is intended to discharge in advance the city of Mona, its officials, officers, employees, volunteers and agents for liability, even though that liability may arise out of negligence on the part of persons for entitles mentioned above. It is understood that some recreational activities and events involve an element of risk or danger of accidents, and knowing those risks, I hereby assume those risks. By signing below I am stating I have received a copy of the Mona City Parks and Recreation Field Use Policy and Procedures and agree to adhere by them. It is further understood and agreed that this waiver, release and assumption of risk is to be binding on my heirs and assignees.

Applicant Signature (must be 18 or older) _____ Date: _____

Field Reservation(s) (please provide game schedules as well)

Type of Activity: Practice Single Game League Play Tournament/Event

Field Reservation: North Field South Field **Date(s) Requesting:** _____

Start Time: _____ a.m. p.m. **End Time:** _____ a.m. p.m. (no more than 2 hours a day unless league/tournament)

Initial Field Prep Requested? Yes No **Additional Field Prep Requested?** Yes No
(only pertains to baseball/softball)

Type of Activity: Practice Single Game League Play Tournament/Event

Field Reservation: North Field South Field **Date(s) Requesting:** _____

Start Time: _____ a.m. p.m. **End Time:** _____ a.m. p.m. (no more than 2 hours a day unless league/tournament)

Initial Field Prep Requested? Yes No **Additional Field Prep Requested?** Yes No
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Type of Activity: Practice Single Game League Play Tournament/Event

Field Reservation: North Field South Field **Date(s) Requesting:** _____

Start Time: _____ a.m. p.m. **End Time:** _____ a.m. p.m. (no more than 2 hours a day unless league/tournament)

Initial Field Prep Requested? Yes No **Additional Field Prep Requested?** Yes No
(only pertains to baseball/softball)

FOR OFFICE USE ONLY

Date application is received by Mona City _____ **City Employee Initial** _____

Copy of Liability Insurance Provided? Yes No **Application Deposit/Payment:** Date Paid _____
City Employee Initial _____ \$ _____

Rental Fee (Based on fee schedule): Field Fee (\$10 per 2 hours per field) _____ Field Prep Fee _____

Additional Field Prep (softball/baseball only): Field Prep \$ _____ Tournament/Event Fee \$ _____
Staff – Total hours _____ x \$10 = \$ _____ Staff – Total hours _____ x \$10 = \$ _____

Total Fees: \$ _____ **Total Deposit/Payment Paid:** \$ _____ City Employee Initial _____

Balance (if any): \$ _____

Date Application Approved: _____ City Employee Name: _____

Date Reservation Inputted onto Reservation Calendar _____ City Employee Initial _____