ANGEL FIRE SPORTS COMPLEX/ALLEN FIELDS

USER AGREEMENT FORM

I have received, read and fully understand all Angel Fire Sports Complex/Allen Fields use Policies and Procedures. I will abide by those Policies, Fees, Deposits, and time frames. I will be responsible for all clean-up activities, as well as any damages that may occur during the use period. I represent the organization utilizing the Sports Complex/Allen Fields for this event.

The Village of Angel Fire assumes no responsibility whatsoever for any property placed in or about said premises, and said Village is hereby expressly released and discharged from any and all liabilities for any loss, injury or damages to property that may be sustained by reason of the occupancy of said premises under this Agreement.

Event Set-Up Time_____ Date_____ Initial_____

Event Start Time_____ Date_____ Initial_____

Event End Time_____ Date_____ Initial_____

Deposit Amount Due_____ Initial_____

Security Deposit Amount Due_____Initial_____

Date Contract Received_____ Initial_____

Date Deposit Paid _____Date Security Deposit Paid_____

Final Payment Amount Due_____Date Due_____

Waiver's Signed and Received Initial_____

Alcohol Policy Received (if applicable)_____ Initial_____

Proof of Liability Insurance Date Received_____Initial_____

Clean-Up Instructions Received_____Initial_____

Name of Authorized User Representative:_____

Address:_____City_____State_____Zip_____

Home Phone:_____Cell Phone:_____

Name of Organization Renting Facility:_____

Event Name:_____

Date(s) of Usage:_____

Signature of User:_____

Printed Name of User:_____

Date:_____

Signature of Sports Complex/Allen Fields Representative:

_____

Date:_____

ANGEL FIRE SPORTS COMPLEX/ALLEN FIELDS

USER CLEAN-UP RESPONSIBILITIES CHECKLIST

For all events involving the use of Allen Fields, it is the responsibility of the Lessee/User to ensure the User Clean-Up Responsibilities Checklist is completed, unless stated otherwise by the Supervisor. Supervisor and staff are available for assistance.

Event:	Responsible Person:	Date:	Field(s) Used:

1. **Trash**

- Make sure all trash is deposited in trash cans or dumpster.
- All trash has been removed from the fields. Please recycle if possible.
- Empty trash cans into dumpster. Make sure dumpster lid is closed and locked down to prevent bear intrusion
- Refill trash cans with trash liners (provided by Community Center)
- Area surrounding fields should be cleared of all litter.

_____Completed Supervisor/Staff Initials _____

2. **Equipment**

- All equipment used must be put back in its original position and in good working order
- All damages to equipment reported to supervisor. It is a good idea to check all equipment prior to starting your event to make sure all equipment is in good working order. If not, please report this to the Supervisor or staff as soon as possible, prior to your event.

_____Completed Supervisor/Staff Initials_____

Comments:

Signature of User_____

Date:_____

Signature of Supervisor/Staff_____

Date:_____

Angel Fire Community Center Event Rental Contract

This Agreement made as of the date executed by and between the parties identified below.

In consideration for the following covenants, conditions, and promises, the Lessee, identified below agrees to the below-identified conditions to hold an Event at the Angel Fire Sports Complex/Allen Fields. The Angel Fire Sports Complex/Allen Fields agrees to provide such services, under the following terms and conditions:

This Rental Agreement is entered into by:_____ **and the Angel Fire Community Center on behalf of the Angel Fire Sports Complex/Allen Fields.**

Date of Event:_____ Name of Event:_____

Set-up time:_____

End Time:_____

Clean –up: _____

Number of people:_____

Alcohol Permit required (See alcohol policy):

Equipment needed:_____

_____

Proof of Liability insurance (If applicable): _____

Deposit Amount:_____

Date Due:_____

Security Deposit Amount:_____

Date Due:_____

Final Payment Due:_____

ADDITIONAL TERMS AND CONDITIONS

Cancellations: Any cancellation within 30 days of a special event scheduled for Friday, Saturday or Sunday will result in Lessee forfeiting the entire amount of the deposit. . All cancellations must be in writing and acknowledged by the Center Supervisor. If a cancellation is received more than thirty (30) days of the event, ½ of the deposit will be refunded. All deposits paid to the Center shall be forfeited to the Sports Complex whenever Lessee fails to give said no

Event Times: If your event begins earlier or runs later than the times specified, you will be charged at the rate of $50.00 and hour that will be deducted from the Deposit. No refunds will be awarded if the event concludes early.

Security Deposits: Lessee shall pay a deposit for any Special Event – defined as a non-recurring rental event. Deposits apply to ALL groups. Security Deposits may be paid by check or credit card, which will be held until

the event has occurred. Security Deposit will be refunded within seven (7) days after event, provided that all clean-up responsibilities of Lessee have been satisfactorily completed, and no damages have occurred.

Deposit to hold reservation- We require a 50% deposit on all rental contracts.

If Lessee fails to satisfactorily perform clean-up responsibilities at the conclusion of an event; or if Lessee damages equipment a fee of $50 will be deducted from the deposit. If damages exceed the deposit amount, Lessee will be billed for the remaining balance.

A Cleanup check list will be provided.

Equipment: The Angel Fire Sports Complex/Allen Fields does not make an additional charge for the use of its equipment such as goals, fencing, dugouts, etc. when the facility is being rented. Equipment is provided based on availability and inventory. Lessee is responsible for helping with the set-up of equipment, and for making sure it is returned undamaged.

The Lessee will be responsible for signing a separate rental agreement for the equipment that is being used/rented.

Clean-up: Lessee is responsible for leaving the facility in the condition in which it was found. A Clean-up check list will be provided.

Damage to Facility and Contents: Lessee shall be responsible for the payment of any and all damage to the fields, facilities and equipment, whether caused by the Lessee, his guests or event participants, ordinary wear and tear excepted. No person shall bring, exhibit or set off fireworks or explosives on the premises. Lessee is solely responsible for the safety and conduct of participants and attendees while on Angel Fire Sports Complex/Allen Fields property.

Signs, Posters and Literature: Lessee shall not post or permit to be posted any sign or anything that will injure, mar or in any manner deface said premises. The Community Center Supervisor must approve all temporary signage, posters, etc.

Insurance (if applicable): The Lessee must secure General Liability Insurance. Lessee shall be responsible for this expense. The Lessee must supply a copy of the insurance with the Village of Angel Fire listed as an additional insured.

This contract and any attachments or riders incorporated herein, shall be followed by the Lessee and the Angel Fire Sports Complex/Allen Fields. This contract may be modified only by signed writing and the approval of the Angel Fire Community Center Supervisor or Director. This is binding and valid only when signed by the parties below, and the Angel Fire Community Center has received the above written deposit.

Lessee	**Angel Fire Community Center Supervisor**
Printed Name:_____	Printed Name:_____
Signed:_____	Signed :_____
Date:_____	Date:_____

Please keep one executed copy of this Agreement for Lessee and one for the Angel Fire Community Center.

WAIVER AND RELEASE FROM LIABILITY FOR ANGEL FIRE SPORTS COMPLEX/ALLEN FIELDS

I, _____, HEREBY WAIVE AND RELEASE, indemnify, hold harmless and forever discharge the Angel Fire Sports Complex/Allen Fields and its agents, employees, officers, directors, affiliates, successors, managers and assigns, of and from any and all claims, demands, debts, contracts, expenses, causes of action, lawsuits, damages and liabilities, of every kind and nature, whether known or unknown, in law or equity, that I ever had or may have, arising from or in any way related to my participation in any of the events or activities, conducted by, on the premises of, or for the benefit of, _____ provided that this waiver of liability does not apply to any acts of gross negligence, or intentional, willful or wanton misconduct.

I have inspected the premises and believe them to be satisfactory for the purpose of this activity. I understand that the activities or function in which I participate may be inherently dangerous and can cause serious or grievous injuries, including bodily injury, damage to personal property and/or death. On behalf of myself, my heirs, assigns, and next of kin, I waive all claims for damages, injuries and death sustained to me or my property, that I may have against the aforementioned released party to such activity.

By this Waiver, I assume any risk, and take full responsibility and waive any claims of personal injury, death or damage to personal property associated with the Angel Fire Sports Complex/Allen Fields including but not limited to using the facility, and its equipment in any manner, form or fashion, and practicing and/or engaging in _____ activities or other related activities on and off the premises.

This WAIVER AND RELEASE contains the entire agreement between the parties, and supercedes any prior written or oral agreements between them concerning the subject matter of this WAIVER AND RELEASE. The provisions of this WAIVER AND RELEASE may be waived, altered, amended or repealed, in whole or in part, only upon the prior written consent of all parties.

The provision of this WAIVER AND RELEASE will continue in full force and effect even after the termination of the activities conducted by, on the premises of, or for the benefit of the Angel Fire Sports Complex/Allen Fields, whether by agreement, by operation of law, or otherwise.

I have read, understand and fully agree to the terms of this WAIVER AND RELEASE. I understand and confirm that by signing this WAIVER AND RELEASE I have given up considerable future legal rights. I have signed this Agreement freely, voluntarily, under no duress or threat of duress, without inducement, promise or guarantee being communicated to me. My signature is proof of my intention to execute a complete and unconditional WAIVER AND RELEASE of all liability to the full extent of the law. I am 18 year of age or older and mentally competent to enter into this waiver.

_____ Date

_____ Signature

_____ Printed Name

Angel Fire Sports Complex-Allen Fields

Ball Field Request Form

User Information

_____ _____
Team/Organization Name Contact Name

_____ _____, _____ _____
Mailing Address City State Zip

_____ _____ _____
Phone 1 Phone 2 Email Address

Request Information

_____ _____ _____
Field(s) Requested Date(s) Number of People Participating

Practices

_____ _____
Start Date End Date

Sun Mon Tues Wed Thurs Fri Sat

_____ _____
Start Time End Time

Games/Tournaments

_____ _____
Start Date End Date

Sun Mon Tues Wed Thurs Fri Sat

_____ _____
Start Time End Time

Staff - List any closed times of the fields during the above scheduled time_____
_____

Comments_____
_____
_____
_____

Field/Facility Preparation

Sport: _____Softball _____Soccer _____Baseball _____Rugby _____Other _____

Softball Field A _____ Softball Field B_____ Both Softball Fields _____

International Sized Soccer Field_____ Youth Soccer Field A _____ Youth Soccer Field B_____

Both Youth Soccer Fields _____

_____ _____

Signature of Contact Person Date

_____ _____

Signature of Community Center Representative Date

Staff Duties

Fencing Needed _____Yes _____No

Backstop Up _____Yes _____No

Dugouts Set Up _____Yes _____No

Soccer Goals Out _____Yes _____No

Corner Flags Out _____Yes _____No

Vendors _____Yes _____No

_____ _____

Signature of Set-Up Person Date