



PARKS AND
RECREATION

Date:	_____
Total:	_____
Receipt #	_____
Refund date:	_____
Receipt #	_____

MULTI-USE FIELD RENTAL CONTRACT

1. All field rentals must be scheduled, in person, through the Draper City Parks and Recreation Department.
2. Field rental will not be **officially** scheduled until rental agreement has been completed, signed, and all fees are **paid in full**. Block reservations fees must be paid, in full, within 7 business days from date of approval of contract from Recreation Department. If not paid on time, reservation will be deleted.
3. If renter is reserving fields for the purpose of holding games, tournaments, or any form of competition, besides a single (one) team practice, the renter must provide proof of a minimum of \$2,000,000 liability insurance policy for each reservation. Draper City must be listed as certificate holder and additionally insured.
4. If rental is over 4 hours, a \$400 security deposit will be required on each reservation, in addition to insurance requirement listed in #3.
5. **A \$10.00 bookkeeping fee will be charged on all cancellations or changes made 45 calendar days prior to reservation date. No refund of reservation fee will be given for cancellations or changes made less than 45 calendar days prior to reservation date.**
6. Draper Parks and Recreation may refuse rental to any person/agency. Reasons may include, but are not limited to: non-payment, abuse of facilities, sportsmanship issues, lack of supervision, disregarding policy, etc.
7. Alcoholic beverages, drugs, vaping, and smoking are prohibited at all Draper Parks & Recreation facilities.
8. Renter is responsible for all damage or loss to fields or equipment associated with fields.
9. Renter is responsible for garbage on the fields, in dugouts, around bleachers etc. Draper city will provide trash receptacles.
10. Park hours are defined as sunrise to 10:00 PM.
11. All fields with light rentals must end by 10:00 PM., with lights off by 10:30 PM.
12. No outside concessions or merchandise will be sold on rental facilities, unless approved by Recreation Manager (**additional contract or special events permit may be required**).
13. No private attractions, bounce houses, water slides, dunk tanks, mechanical bulls, etc. are allowed.
14. Field sizes are set and not negotiable. Renter or participants are not allowed to move goal posts. Mechanical machines or altering of fields will not be allowed. Painting is allowed, however, must be approved by Recreation Manager.
15. Fields will not be available to rent from October 1st through April 1st.

Please initial the following:

_____ I understand my reservation may be changed, due to Draper City Parks and Recreation events or programs.

_____ I understand, due to inclement weather or poor field conditions, my reservation may be cancelled.

_____ I understand that vehicles/trailers are not allowed anywhere except for designated parking stalls. Nothing shall be driven on turf or sidewalks.

_____ I understand that non-compliance with any part of field rental contract, including damage to facility, costs of clean-up garbage removal, etc. can result in all or part of deposit being withheld or prohibition of future use of fields.

_____ I understand that when requesting to paint my own field, I will contact Recreation Manager for correct paint color and availability to paint.

_____ I understand that I cannot charge admissions to my event.

_____ I understand that my rental is for the field only and that all portions of the park must remain accessible to the public at all time.

_____ I understand, agree to, and will comply with, the cancellation/change policy on front of contract.

_____ I understand and agree that the field reservations will not be subleased for any reason. (If it is determined the fields were subleased during your rental, all future field reservations will be REVOKED and no refund will given).

YES/NO Do you plan to have food trucks at your event?

If YES, you will need a special events permit and proof that all food trucks are in compliance with fire codes prior to field rental being authorized.

YES/NO Do you plan to sell concessions at your event?

If YES, a special events permit may be required.

YES/NO Do you plan to sell merchandise at your event?

If YES, a special events permit and a business license may be required

Failure to comply with the rules and policies listed may result in forfeiture of your deposit and in restriction of any future rentals through Draper Parks & Recreation

Please complete information below:

Name of Renter: _____ Phone: _____

Agency/Team: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Field/Park name: _____ Field name/#: _____

Dates of rental: _____ Times (begin/end) on day(s) rented: _____

Purpose of Rental: _____

Total # of days rented: _____ Total # of hours rented: _____

Total # of hours rented (Resident): _____ x \$20/hr = \$ _____

Total # of hours rented (Non-Resident): _____ x \$25/hr = \$ _____

Total # of hours of light use: _____ x \$25/hr = \$ _____

Field Prep / Field painting (if available by City): _____ x \$35/field = \$ _____

Draper City Staff Charge: _____ x \$100/hr = \$ _____

Refundable Security Deposit: 5+ hours - \$400= \$ _____

Total rental fee (due at time of reservation): \$ _____

Please initial and sign:

_____ I have read and comply with agreement.

Renter signature: _____ Date: _____

Draper City representative: _____ Date: _____