



## Parks & Special Events APPLICATION for Use of City Owned/Operated Athletic Fields

Please complete and return to City of Forney Parks and Special Events Department. Submission of an application does not constitute approval.

Name of Team/Organization:	
Age range/Age group of participants:	
Type of Team/Organization: (non-profit, church, for profit, etc.)	
Name of Main Contact:	Cell Phone:
Address Line 1: Street Address, PO Box	Is your team registered with the local youth sports association?  FSA, FYFL, FYBA or MESA Please Circle, if applicable
Address Line 2: Apartment, Suite, Unit, Building, etc.	
City/State/Zip	
Email Address:	

Does the applicant live inside the City Limits of Forney or within the boundaries of Forney ISD?

YES       NO  
Please Check ONE of the above!

Enter number of participants within the applicant's Team/Organization that reside inside the Forney ISD boundary?

Number:

I submit that the information on this Application for Use of City Owned/Operated Athletic Fields Form is correct and understand if the information is found to be incorrect or misleading as described in the Athletic Field Allocation and Usage Policy, scheduled use will be cancelled and I may be unable to apply for future reservations.

I further state that I have read, understand and agree to all provisions in the Athletic Field Allocation and Usage Policy and will communicate this information to our coaches, participants and parents.

Printed Name of Representative:
Signature of Representative:
Date:

This application is applicable for the individual season it was submitted. A new application is REQUIRED each season.



## Parks & Special Events POLICY for Use of City Owned/Operated Athletic Fields

**INSURANCE, HOLD HARMLESS, RULES & REGULATIONS - Each applicant/representative must initial below and sign**

**I certify** that I am 18 years of age, or older, and I am certified to sign on behalf of the team/organization/family's behalf.

**INSURANCE:** The City of Forney does not maintain insurance that will respond to claims against the applicant arising out of the use of facilities by the applicant, its members, or those attending the event. If applying individual/organization/team is required to be covered by general liability insurance, the applicant is responsible for obtaining and providing proof of said insurance, via required

General Aggregate Limit	\$1,000,000
Products-Completed Operations Aggregate	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Fire Damage (any one fire)	\$50,000
Medical Expense Limit	\$5,000

**HOLD HARMLESS AGREEMENT:** The undersigned hereby makes application to the City of Forney (City) for use of park facilities and certifies the information given in the application and supporting material is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all ordinance and regulations of the City of Forney. The applicant/team/organization agrees to indemnify, defend, and hold harmless the City or its officers, agents, employees, alleging damage or injury arising out of the subject matter of this Agreement; provided, however, that such provision shall not apply to the extent that damage or injury results from the sole fault of the City or its officers, agents, or employees. The applicant further agrees to reimburse the City of Forney Parks and Recreation Department for any damage arising from the applicant's use of said facilities and equipment. The applicant, or his agent has examined and inspected the park facilities, premises, equipment, and furnishings for defects and finds them fit and safe for the purpose stated in the Application.

**ATHLETIC FIELD USE AND PARK RULES:** I read, understand, accept and agree to abide by all Park rules, all policies contained in this document for use of the field/court I am requesting:

**TIME SLOTS**

- Wednesday time slots are                      5:00 pm – 7:00 pm      7:00 pm – 9:00 pm
- Sunday time slots are                              1:00 pm – 3:00 pm      3:00 pm – 5:00 pm      5:00 pm – 7:00 pm

**FEES**

- Fees are due to the Park Office no later than 4:30 pm on Wednesday for Wednesday reservations.
- Fees are due to the Park Office no later than 4:30 pm on Friday for Sunday reservations.

**PARK RULES**

- I understand it is my responsibility to pick-up loose debris/trash at the facility after use. (i.e., pick up all trash on field, dugouts, sidelines, parent areas, etc. and place in trash receptacles located at each site)
- I understand that I, my team, representatives of team will not pull any base plugs/field marking plugs.
- I understand that NO vehicles are authorized to be on Park grounds with the sole exception of public parking areas.

**ALCOHOL:** I understand alcohol is not permitted at any athletic field used for youth sports during practice or games. I understand having alcohol within 125' (feet) of and athletic field during a youth sports activity would be in violation of local and state laws and my result in a Police citation, immediate shut down of the event, forfeiture of any rental fees paid and may result in additional fees.

**CANCELLATION POLICY:** I understand once my application is submitted, the Cancellation Policy applies. I acknowledge a cancellation in writing to [dwitt@cityofforney.org](mailto:dwitt@cityofforney.org) is required to cancel. Cancellations must be received prior to 5:00 p.m. on

**WEATHER RELATED CANCELLATION POLICY:** If weather conditions warrant, Parks Staff will send a cancellation e-mail @ 3:00 pm on Wednesday for Wednesday night usage, and @ 3:00 pm on Friday for Sunday usage.

I understand that weather doesn't happen in accordance with our schedules and that I, too, bare responsibility for the safety of the participants and safe-guarding the City's facility for future use. I agree to cancel any scheduled use of the facility, if my footsteps have visible water coming from underfoot, or the footstep sounds "squishy." I understand that my determination has a direct affect

<b>Print Primary Applicant Name</b>	<b>Signature of Primary Applicant</b>	<b>Date</b>