



Athletic Field Rental Process

Thank you so much for inquiring about our athletic fields. Attached is pricing information.

Requests can be submitted starting March 1 for dates between April 15-October 15, annually. *For requests made for April and September, permits will not be signed and returned until all internal Parks and Recreation requests have been scheduled for youth and adult sports and programs. Most registration for PRS events do drive field availability, so often times, registration must be complete to determine what is actually available. April dates will be released in April; September dates will be released in very late August. Field availability can be provided at any time but please be patient as many requests are submitted for April and May, and again in August for Fall sports.*

To begin the process, **please complete the attached form. If you have multiple date requests, please use the excel spreadsheet** that is also attached. In addition, please provide a **current copy of your Liability Insurance Certificate & proof that your organization follows the MI Concussion Law.**

All requests need to be submitted with two weeks advance notice, especially for new or initial customers. Add-on games need to be requested in writing, with at least 48 hours advance notice.

Email all paperwork to:

Larry Hess, Parks Superintendent for Independence Township Parks, Recreation & Seniors

(248) 625-8223 office

(248) 909-9956 cell

(248) 620-7454 fax

lhess@indetwp.com **Email is preferred mode of communication especially when dates are requested, changed or cancelled.**

Once a permit has been approved and processed, you'll receive notification back with a **signed Outdoor Field Rental Permit with payment information.**

Payments can be cash, check or VISA or MC. See form for payment deadlines and amounts.

Payments can be made over the phone or in person at:

6483 Waldon Center Drive, Clarkston, MI 48346

DO NOT MAIL CASH.

Independence Township Parks, Recreation, & Seniors 2016 Field/Court Rental Prices

<i>All prices are per game otherwise where noted</i>	Township	
Daily	Resident	Non Res
Baseball/Softball (unlighted)*	\$ 75	\$ 125
Not lined or dragged	\$ 50	\$ 100
Lights (additional per hour/field)	\$ 35	\$ 35
Soccer	\$ 60	\$ 100
Tennis Full Size (per 2 hr timeblock/per court)	\$ 35	\$ 55
Tennis U10 Courts (per 2 hr timeblock/per court)	\$ 18	\$ 28
Volleyball (per 3 hr timeblock/per court)	\$ 20	\$ 30
Volume Discount (6 to 25)		
Baseball/Softball (unlighted)*	\$ 50	\$ 85
Not lined or dragged	\$ 35	\$ 65
Lights (additional per hour/field)	\$ 25	\$ 25
Soccer	\$ 40	\$ 70
Tennis Full Size (per 2 hr timeblock/per court)	\$ 25	\$ 40
Tennis U10 Courts (per 2 hr timeblock/per court)	\$ 13	\$ 20
Volleyball (per 3 hr timeblock/per court)	\$ 15	\$ 25
Volume Discount (26 or more)		
Baseball/Softball (unlighted)*	\$ 35	\$ 65
Not lined or dragged	\$ 25	\$ 45
Lights (additional per hour/field)	\$ 20	\$ 20
Soccer	\$ 30	\$ 50
Tennis Full Size (per 2 hr timeblock/per court)	\$ 20	\$ 30
Tennis U10 Courts (per 2 hr timeblock/per court)	\$ 10	\$ 15
Volleyball (per 3 hr timeblock/per court)	\$ 15	\$ 25

* Ball fields for soccer are \$20 per game

For questions please contact Larry Hess at the Parks, Recreation & Seniors office at (248) 625-8223, email at lhess@indetwp.com, or in person at 6483 Waldon Center Dr, Clarkston, MI 48346.

Rental forms are accepted March 1, for activities between April 15-October 15.

All groups must provide a Certificate of Insurance & proof of compliance for State Concussion Law. Payment must be paid in full, unless otherwise indicated on the Permit. Changes must be requested with 48 hours advanced notice.

OUTDOOR FIELD RENTAL PERMIT REQUEST FORM

RENTER INFORMATION

Contact Person _____ Name of Group _____
 Address _____ City _____ Zip _____
 Home Phone _____ Alternate Phone _____ Email _____

FACILITY INFORMATION

FREQUENCY OF USE (circle one): **SINGLE USE** **RECURRING USE**

SINGLE USE ONLY Lights: **yes** **no**
 DATE OF USE _____ Arrival Time _____ a.m./p.m. Departure Time _____ a.m./p.m.

RECURRING USE ONLY Lights: **yes** **no**
 START DATE: _____ END DATE: _____ DAYS OF WEEK: M T W TH F SA SU
 Arrival Time _____ a.m./p.m. Departure Time _____ a.m./p.m.

EVENT & TYPE OF USE:

(INCLUDE Practice, Scrimmage, Game, Base Distances, Pitching Mound Distances and/or Net Heights):

CLINTONWOOD

<input type="checkbox"/> FIELD 1 (SOFTBALL)	<input type="checkbox"/> FIELD 7 (BASEBALL)	<input type="checkbox"/> VOLLEYBALL (LIST CTS) _____
<input type="checkbox"/> FIELD 2 (SOFTBALL)	<input type="checkbox"/> FIELD 8 (SOCCER)	<input type="checkbox"/> TENNIS (LIST CTS) _____
<input type="checkbox"/> FIELD 3 (SOFTBALL)	<input type="checkbox"/> FIELD 9 (SOCCER)	<input type="checkbox"/> PICKLEBALL (LIST CTS) _____
<input type="checkbox"/> FIELD 4 (BASEBALL)	<input type="checkbox"/> FIELD 10 (SOCCER)	<input type="checkbox"/> BASKETBALL COURT
<input type="checkbox"/> FIELD 5 (BASEBALL)	<input type="checkbox"/> FIELD 11 (SOCCER)	<input type="checkbox"/> OTHER (LIST: _____)
<input type="checkbox"/> FIELD 6 (BASEBALL)		

NOTES: _____ CLINTONWOOD COST:\$ _____

SASHABAW PLAINS

FIELD 1 FIELD 2 OTHER (LIST: _____)

NOTES: _____ SASHABAW PLAINS COST:\$ _____

PAYMENT INFORMATION

Insurance: An insurance rider is due prior **to the start of play** for all volume discount games.

TOTAL AMOUNT DUE: _____

A minimum \$100 or 10% deposit (whichever is greater) is due to hold fields for volume discounts. For non-volume discounts, entire amount is due to hold.

DEPOSIT PAID: _____

Check # _____ **AMOUNT \$** _____ **DATE RECEIVED:** _____ **EMPLOYEE:** _____

BALANCE DUE (Total less Deposit): _____ **DATE BALANCE DUE to USE CTS/FDLS:** _____

Check # _____ **AMOUNT \$** _____ **DATE RECEIVED:** _____ **EMPLOYEE:** _____

RELEASE, INDEMNIFICATION, HOLD HARMLESS: The provisions below shall survive any termination, cancellation, invalidation or revocation of the permit. For and in consideration of the Township's issuance of a permit allowing teams within the undersigned organization to use fields in the park, in addition to the permit fees to be paid under this Agreement, the undersigned organization, on behalf of itself and all of its members, players, participants, coaches and representatives, further agrees to each of the following provisions concerning release of liability, indemnification, and hold harmless:

(a) It is agreed that the Township, and its officers, employees, agents, and representatives shall not be liable and/or responsible for any damages and/or injuries that occur to and/or are suffered by any person, property and/or other item which is caused by or results from the undersigned organization's use of the Township's park or fields.

(b) It is agreed that the Township is not and shall not be responsible or liable for screening participants in the organization's activities at the park in terms of determining physical fitness, medical fitness or parental permission to participate.

(c) The undersigned organization shall, and hereby does, release, indemnify and hold harmless the Township and its officers, employees, agents, and representatives from any and all damages, injuries, liability, claims, actions, losses, demands and/or law suits, including attorney fees and costs that arise out of the undersigned organization's use of the Township's park or fields and/or out of the use of the Township's park or fields by its members, players, participants, coaches, representatives, and/or spectators that attend the organization's games or events.

By executing this Agreement, the undersigned organization acknowledges that it has read, fully understands and agrees to each and every provision set forth above, and that such materials constitute a legally binding agreement that its undersigned representative has been duly authorized to execute on behalf of such organization.

I, _____, sign this Agreement for, on behalf of and with the authority of the below listed organization, which is referred to throughout this Agreement as the "undersigned organization":

Name of Organization ("undersigned organization"): _____

Address of Organization: _____ City: _____ State: _____ Zip code: _____

Signature _____ **Date** _____

Please bring your copy of this Outdoor Field Permit with you on the date of your Event.

Office use only:

Insurance Received?: YES NO **Date Received:** _____

NOTE: permit will be signed once insurance is submitted. Until then all requests are considered pending.

Authorizing employee Title Date