



CITY OF BEEVILLE
Veteran's Memorial Park Sports Complex Reservation Form

Today's Date: \_\_\_\_\_

Name (Requestor / Organization): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Resident of Beeville: [ ] Yes [ ] No

Type of Organization: [ ] Private [ ] Commercial

RESERVATION INFORMATION:

Date(s) of reservation: \_\_\_\_\_

Start Time \_\_\_\_\_ am/pm End Time \_\_\_\_\_ am/pm

Event Name (if any): \_\_\_\_\_

Sport or activity being played: \_\_\_\_\_

Concession Stand Request [ ] Yes [ ] No

Estimated attendance: \_\_\_\_\_

Is your request for youth or adult use of the field? \_\_\_\_\_

Will a particular set-up or equipment be needed for your request? If yes describe: \_\_\_\_\_

FEES INFORMATION: check box(s) that apply

- [ ] Damage Deposit \$250.00 (refundable, if no damages incurred)
[ ] Rental amount \$200.00 (per field selected, per day)
[ ] Rental Amount \$225.00 (per field selected, per day, lights)
[ ] Rental Amount \$250.00 (per field selected, per day, lights and concession)
[ ] 6 Weeks \$1,000.00 (per field selected, & lights)
[ ] 6 Weeks \$1,200.00 (per field selected, lights and concession)
[ ] \$150.00 (concession stand / per day)

Parks & Recreation Director may at his/her discretion shut down any sports event activity contract with justification of violation and/or if deemed necessary.

Office Use Only:

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_

Total Amount for Rental \_\_\_\_\_

Total Amount for Deposit \_\_\_\_\_

Total Amount Due \_\_\_\_\_

Date Payment is Due \_\_\_\_\_

Method of payment

- Credit Card
- Money Order
- Cash

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Received by (Staff) \_\_\_\_\_ Date \_\_\_\_\_

## **RENTAL POLICY / GENERAL INFORMATION:**

- Damage Deposit Fee must be paid at the time of reservation. Rental Fee must be paid 10 business days prior to event.
- Parks & Recreation Director will meet the renter, at the field the morning of event to unlock the gates to the field.
- Alcohol consumption and smoking is strictly prohibited on the complex football/baseball/softball field premises including the parking lot area. Failure to comply with this prohibition may be grounds to deny future rental of Athletic Fields.
- Use of loud, profane or indecent language, loitering, disorderly conduct, lewd behavior, trash / cans left on grounds, or inappropriate entertainment on the premises is prohibited and grounds for termination of contract.
- Forfeit of deposit will result from damage of city property or equipment and if premises are not left clean, and / or inappropriate behavior.
- No refunds due upon termination of a contract (excludes deposit if no damages incurred).
- Park hours are from 7:00 a.m. thru 10:00 p.m. (Special permission is required for games going into overtime.)
- Parks & Recreation Director will meet the renter at the Concession\* stand to allow them access.
- "Score Board Control Box" must be returned to the Beeville Police Department at the end of each day or will result in forfeiture of the entire deposit.
- The requestor will be responsible for providing police security for each game. (If needed)
- If concession stand is in use, the individual handling food products must have their food handler's license.
- Automobiles shall be parked only in designated areas. Driveways and entrances must be clear at all times. No parking on grass.
- The City of Beeville is not responsible for loss or damage or personal property belonging to those using the fields.
- To collect an admission fee at the Veterans Memorial Park permission must be obtained in writing by the City Council, no later than 2 weeks prior to event.
- The City of Beeville reserves the right to cancel any event or to restrict access to the fields due to an emergency, severe weather, vandalism, poor playing conditions or damage that could cause safety concerns.

### **Cancellations and Changes to approved Applications**

- All cancellations and changes must be submitted in writing before any request will be considered.
- The City reserves the right to cancel an approved request in the unlikely event that the field cannot be used or there is a conflicting activity. Should these conditions occur, a full refund will be provided.
- The City reserves the right to terminate an activity, without refund, if it is considered necessary by a City designee or by a Police Officer for the safety and welfare of the public and City.
- In the event of weather or emergency situations, the applicant may receive a refund or reschedule depending on availability of fields.