



RESERVATION FOR ATHLETIC FACILITIES TOURNAMENT

The undersigned (group, company, organization or individuals) is granted permission to use the following field(s), facility, or sports complex:

TYPE OF
FUNCTION: _____

DATE(S)
REQUESTED: _____ TIME(S): _____

FIELD(S)
REQUESTED: _____

FIELD REQUIREMENTS: _____

NAME OF (organization, group, company, or individual(s)): _____

Amount Due _____	Field Fee _____	Light Fee _____
AMT. PAID:\$ _____	DATE: _____	
BAL. PAID:\$ _____	DATE: _____	FEE WAIVED: _____
SECURITY DEPOSIT:\$ _____	DATE: _____	DATE RETURNED: _____
AMT. REFUND DUE:\$ _____	DATE: _____	RECEIPT # _____
CANCELLATION: _____	DATE RESCHEDULED: _____	
REASON FOR NO REFUND: _____		

In consideration of this permission, the undersigned assumes full and complete responsibility for any accidents which may occur and will hold the City of Greer harmless from or on account of any injury or damage. The undersigned agrees to pick up and remove any trash or litter placed on the facility during the usage at the above listed time and place.

****THERE WILL BE NO ALCOHOLIC BEVERAGES PERMITTED ON THE PREMISES!****

EQUIPMENT CHECKED OUT: _____

KEY CHECKED OUT:# _____ FACILITY: _____

(I have been given and agree to abide by the Athletic Facility Tournament Reservations Policies and Procedures.)

Name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip _____

Phone: (H) _____ (B) _____ (C) _____ Fax: _____

Signature of renter: _____

ALL RESERVATIONS MUST BE APPROVED BY PARKS & RECREATION DIRECTOR

Approval: _____

Field Assignment: _____

Athletics: _____



GREER PARKS AND RECREATION ATHLETIC FACILITY RESERVATIONS & POLICIES **TOURNAMENT**

Fee Structure:

“Participant Admission Fee”, concessions: The Greer Parks and Recreation staff will collect, and keep, 50% of all gate fees collected at the tournament. The renter will have the option to provide additional staffing at all gates, along with the staff provided by the Greer Parks and Recreation. Admission fees may be set by the renter. The Greer Parks and Recreation will keep all money made off of concessions, if the tournament is operated prior to the end of local league play. If the tournament is after local youth league play has ended, the renter will have the option to fully operate and keep all concession revenue.

These fees include maintenance crew fee also. This includes game preparation of all fields before 1st game of each day. On all day events, a second preparation will be done after noon. In the event of rain, 3 bags of any combination of turface and quick dry will be allotted per field, per day. If the tournament director would like to purchase additional bags of either of the two drying agents, they can be purchased at a rate of \$10.00 per bag. The drying agents may only be distributed by the Greer Parks and Recreation staff.

Requests for reservations should be made to the Athletics Supervisor, final approval will be up to the Parks and Recreation Director. Greer Parks and Recreation reserves the right, on an individual basis, to refuse rental for events deemed inappropriate to the buildings and parks in general. Rental fees are subject to change without notice. Because of flexibility in scheduling **leagues**, programs and our desire to serve the public, it may be necessary for the department to change the location, time of use or cancel reservations. **Holiday rentals will not be available unless special arrangements are made.** Remaining holidays are based on staff availability. When reserving any facility Greer Parks and Recreation will have staff present to protect city property, make emergency phone calls, and make final inspection of building. Facilities can not be used by special interest groups without charge if services generate a charge for the department.

1. Facility Reservations: Reservations are not valid until a rental contract has been signed by all parties and the required deposit has been made. All reservation fees must be made payable by cash, check or money order only. The renter is not allowed to sublease the space.

2. Hours of rental: The facility must be closed no later than 12:00 midnight (unless games are delayed by inclement weather or other uncontrollable circumstances). Failure to vacate by the appointed time will result in the loss of your security deposit plus any damages that may have been incurred, including extra clean up fees. No public address systems may be used before 12:00 noon on Sundays.

3. Cancellations: Rental fees and deposits will be refunded for events cancelled at least one week in advance. If the event is cancelled less than one week in advance, the security deposit will be forfeited

and the rental fees will be returned. The Greer Parks and Recreation reserves the right to cancel any event at any given time during the tournament.

4. Security Officers: Greer Parks and Recreation Department reserves the right to require the services of security officers at the lessee's expense for any function that the Parks and Recreation Director deems necessary. Likewise, the renter can request the services of officers when they are not required to employ them, or employ more officers than are required.

5. Weapons & Explosives: Possession and/or use of firearms, weapons, fireworks, & explosives are prohibited.

6. Use of alcoholic beverages is prohibited at all recreation facilities owned and operated by Greer Parks and Recreation.

7. Violations of rules: Any person violating the existing rules and regulations or, in the opinion of a Parks and Recreation employee, constituting a public nuisance or potential hazard to persons or property, or exhibiting disorderly conduct, shall be served notice by a Center employee and expelled from the facility. Such violations can be subject to prosecution in accordance with state and local laws and ordinances.

8. Right to alter or end an event: Greer Parks and Recreation maintains the right to alter or end any event at anytime it is determined necessary to assure the continued public safety, health, and welfare of event participants, recreation facility visitors, or the surrounding community. In the event a function is ended for cause, no refund will be made.

9. Damages: Damages for which the lessee is responsible include, but are not limited to: damage to walls, brick, counters, fixtures, turf, and equipment, whether made by the lessee, his or her employees, agents, or guests. The Parks and Recreation Athletic Supervisor will determine whether any damage has occurred, and whether the damage is of the nature that the renter will be held responsible. After the Athletic Supervisor reports these findings to the Parks and Recreation Director, his or her decision will be final.

10. Deposits and fees: The required deposit must be paid at the time the rental contract is signed. The balance of fees must be paid no later than one week prior to the event. Refunds are processed within 2 weeks after your event for the refundable security deposit less any additional clean-up or damage charges. Failure to vacate by the appointed time will result in additional fees. A refundable security fee of \$100.00 per complex used, along with a deposit of \$100.00 per field rented will be charged in advance.

Failure to comply with the Athletic Facilities Reservations Policies and Procedures, and/or scheduled reservation time, will result in the forfeit of all or a portion of the security deposit. Extra clean-up fees may apply. The decision of the Parks and Recreation Director is final. Therefore it is important to plan time within your rental hours to perform these duties. The renter will not be allowed to stay beyond the rental time to complete the cleaning or removal of equipment.