



**Facilities Use Request for Tournaments, Tryouts, Camps, Competitive Events, Etc.**

**Bank First Yards (BFY) & Roger Short Soccer Complex (RSSC)**

This request form should be used by organizations. Requests by individuals will not be accepted. Full contract terms attached. Contract must be completed and signed to finalize use.

Date of Application (must be at least 30 days prior to event):

Organization Requesting Use:

Event Name:

Event Date:

Event Start & End Time:

Additional LRD Services Requested:

Additional LRD Inventory Requested:

Facility Requested:

Fields Requested By Name (see attached):

\*field request may be modified based on eventual size of the event

Contact Person:

Contact Phone Number:

Contact E-mail:

Signature \_\_\_\_\_  
(by signing the signatory agrees to the terms above and over)

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LRD Notes:

### Rental Fee

1. Field rental is \$\_\_\_\_\_ per field per day--this fee will be invoiced following the event.
2. There is a \$\_\_\_\_\_ deposit to secure the facility. This must be paid at the time the reservation is made. This will also serve as a security deposit to cover any damage to LRD property. The signatory agrees that they will be responsible for any damage above and beyond the deposit amount.

### Inventory & Services

1. Soccer: LRD supplies nets and frames, the fields, lights, bathrooms. Renting party is responsible for all other things necessary for play--corner flags, goal anchors, field paint, etc. Arrangements may be made with local soccer organization for items not in LRD inventory. Officials and tournament staff will also have access to the southside referee room.
2. Baseball/Softball: LRD provides the fields, lights, bathrooms, pitching mounds, and bases. Officials and tournament staff will also have access to the hospitality suite.
3. LRD staff must be used for field set-up. Set-up is included at BFY. Field set-up at RSSC is \$25 per field to U12, \$50 per field U14 and above
4. Bathrooms will be cleaned and stocked at the beginning of the tournament/event. LRD will also pay for cleaning at its conclusion. An LRD staff member will be on duty throughout the event to assist with cleaning.
5. Garbage: All garbage cans will be emptied prior to and after the tournament/event. No garbage may be left outside of cans and all loose garbage must be bagged. An LRD staff member will be on duty throughout the event to assist with garbage.
6. Concessions & 3<sup>rd</sup> Party Vendor: Concessions will be run by the local organization/vendor contracted by LRD. No third party use of the concession stand or equipment is allowed. No third-party concession vendors may set-up on LRD property. Non-concession third party vendors must be licensed and bonded, and approved by LRD in advance of the event.
7. Locks & Lights: LRD staff will unlock and lock keyed locks and set lights. Third parties will not be given keys or light codes.
8. Any blocking of streets must be requested through and approved in advance through LRD. LRD will coordinate with appropriate authorities.

### Gate Revenues

1. BFY Gate: The renting party has the ability to collect a gate for the event. Under the provision of this specific contract the gate WILL/WILL NOT be split.
2. RSSC Gate: Any collecting of a gate cannot be applied to individuals using the complex for reasons other than the tournament--including but not limited to use of the exercise path, playground, River Walk connector, non-tournament teams training. LRD staff will work with the renting party to accommodate any other field use during the time of rental.

### Additional Terms & Conditions

1. No LRD signage may be covered or removed. All signs put up for the tournament must be removed by the renting party.

2. In the case of inclement weather LRD staff will decide whether play can continue due to field conditions. A full refund will be provided if the tournament is not played. A partial refund will be provided in all other cases based on the proportional use of the fields.
3. Renting party understands that all personal property on premises shall be at the sole risk of the individuals using the facility and the renting organization. No risk of, or damage, or loss from fire, theft, burglary or the act of God and no risk resulting of strike, riot, insurrection, rebellion, war or the act of public enemy, or from any other order of requisition of governmental authority or from any cause except from the County of Lowndes own negligence shall be borne by the County of Lowndes.
4. Renting party assumes all risk and hazards incidental to such participation in leagues, tournaments and all activities; and shall hereby waive, release, absolve, indemnify and agree to hold harmless the County of Lowndes and the staff and employees, for any claim arising out of an injury.
5. Renting party shall furnish an appropriate and current certificate of insurance evidencing that there is presently in effect a policy of comprehensive general liability insurance, including public liability and property damage, written by an insurer authorized to do business in the state of Mississippi.
6. Failure to abide by the terms of this contract by the requesting/renting organization will result in a 12-month suspension from use of all LRD facilities. Damage above the deposit will be invoiced the party and must be paid within 30 days of the invoice to avoid violation of the contract.

Renting Organization: \_\_\_\_\_

Responsible Individual: \_\_\_\_\_

Signature of Responsible Individual: \_\_\_\_\_ Date \_\_\_\_\_

Lowndes Recreation Department

Signature of Facilities Chief: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Department Director: \_\_\_\_\_ Date \_\_\_\_\_

**\*Addendum regarding field names and dimension on following page.**

## **Addendum: Field Layout and Names**

### **BFY**

Fields are number 1-4 on southside and 5-8 on northside. Fields dimensions are all identical. Temporary fencing can be added and should be noted on request.

### **RSSC**

Fields are named and appropriate for the following age groups:

FCA—U10

Weathers-U12

Cadence-U10

Renasant #1-U10, U12, 2 U8

Renasant #2-U10, U12, 2 U8

Renasant #1 & #2- U14 & Above (is rented at the rate of 2 fields)

Sprint Mart #1-U10, U12, 2 U8

Sprint Mart #2-U10, U12, 2 U8

Sprint Mart #1 & #2- U14 & Above (is rented at the rate of 2 fields)

Bank First #1 -U8

Bank First #2-U8

SDI—U14 and Above

Bank of Vernon U10 or U12

Family Pharmacy #1-U10, U12, 2 U8

Family Pharmacy #2-U10, U12, 2 U8

Family Pharmacy #1 & #2- U14 & Above (is rented at the rate of 2 fields)