

LISBON RECREATION DEPARTMENT

CITY OF LISBON

115 N. Washington
Lisbon, IA 52253

Phone: (319)455-2459
Fax: (319)455-2470

Field Use Agreement

Name of Group/Individual: _____

Contact Person: _____ Date of Application: _____

Phone Number: _____
Day Evening Cell

Address: _____

Date(s) of Activity: _____ Type of Activity: _____

Reservation Starting Time: _____ Ending Time: _____

Number of Fields: _____ Rec Department or Renter Prep: _____

Are fees charged to attend? _____ Base Distance: _____ Pitching Distance: _____

Fees:

_____ One field. Practice only = \$0

_____ One field. Events *NOT* charging spectator admission = \$20 per 1-2 games
(includes a one time "marked" field – grated, chalked, painted)

_____ One field. Events *NOT* charging spectator admission = \$50 all day rental
(includes a one time "marked" field – grated chalked, painted)

_____ One field. Events charging spectator admission = \$30 per 1-2 games
(includes a one time "marked" field – grated chalked, painted)

_____ One field. Events charging spectator admission = \$75 all day rental
(includes a one time "marked" field – grated chalked, painted)

_____ Use of concession stands at event will be charged _____ \$25/ day

(Restrooms and light usage are included in the rental fee)

- **Deposit for all reservations is \$100 and are due when returning this application.** Applicants are financially responsible in full for all costs concerning damages, cleaning charges and equipment not returned. Deposits will be held and refunded if all rented fields are returned to original condition following the event.
- **Field rental fees are due by 5pm at least two business days prior to the event.**

- **Indemnity.** Any Group or Individual named above using the ball fields agrees to indemnify and hold harmless the City of Lisbon for any and all claims, damages or injuries, including attorney's fees and costs, made against or sustained by the City of Lisbon whether directly or indirectly as a result of the above named Group's or Individual's use of the ball fields and its facilities.
- **Insurance.** The Group or Individual named above agrees to have in place a liability insurance policy with minimum limits of \$1,000,000.00, that includes contractual liability and participant coverage. A copy of a proof of insurance shall be included with Field Use Agreement.
- **Tournament schedule is due to the Recreation Director at least 30 days prior to event.** This ensures adequate employee scheduling.
- **All concession/restroom use must be approved through the Park and Recreation Department.**
- **Facility Reservations** may be changed, rescheduled or cancelled by the Recreation Department staff if the situation deems it necessary. The staff will give as much notice as possible. Deposits and reservation fees will be refunded. The City or its staff is not responsible for any losses that may result in the event of a change, rescheduling or cancellation of an event reservation. Rental fees will not be refunded to those applicants who fail to give at least 48 hours cancellation notice to the Recreation Director. Facility reservations are given on a first come, first served basis after Lisbon Community School District and City Recreation Department practices and games are scheduled.

I have read the above and fully understand the content and potential risks and associated costs.

Signature: _____

Date: _____

Printed Name: _____

RECREATION CENTER STAFF:

- Date Application Received: _____ Time Received: _____ AM/PM
- Date Deposit Paid: _____ Cash Check # _____
- Proof of Insurance Needed? Yes No Date Received: _____
- Comments: _____

- Reviewed By: _____ Reservation Book: _____

Fees Due: _____	Description of Fee: _____
Fees Due: _____	Description of Fee: _____
Fees Due: _____	Description of Fee: _____
Fees Due: _____	Description of Fee: _____
Total Fee: _____	
Due at Approval: _____	
Date Paid: _____	Cash Check # _____
Deposit Amount: _____	Date Returned: _____
If full deposit not returned, state reason(s): _____ _____	