

POLLARD PARK FIELD REQUEST FORM

GUIDELINES FOR FIELD USE

Use of Pollard Park is subject and according to all applicable codes, restrictions, and regulations of Chesterfield Township and the Chesterfield Township Parks and Recreation Department * Park hours of operation are 7:30AM-12PM * Adult supervision is mandatory * Park entrance fees cannot be charged for any reason * Sale of goods is also prohibited * Excessive loud music or noise is prohibited * No glass, liquor, or dogs allowed inside of the park * No parking on the lawn. Parking permitted in designated areas only * Off Road Vehicles (ORV) cannot be operated within the park * Hunting is not permitted at anytime.

FIELD FEES:	Cost	Type of Field	Number of Fields	Time	Set-up
	\$35	Baseball/Softball	1	4 Hours	One-time only (Excludes weekends)
	\$400	Baseball/Softball	All Fields (5)	One Full Day	One-time only (For a multiple day event, fields will be prepared for the first day only)
	\$35	Soccer	1	4 Hours	One-time only (Excludes weekends)
	\$400	Soccer	All Fields (4)	One Full Day	One-time only (For a multiple day event, fields will be prepared for the first day only)

LIGHT FEES: All rentals are subject to Light Usage Fees of \$20 for the first hour and \$10 each additional half-hour.
Light usage fees will be invoiced after the event and must be paid upon receipt of invoice.

PORT-A-JOHN FEES: All rentals are subject to additional charges for port-a-john cleanings (\$10 per unit or rate as charged by vendor).

Individual/Group/Organization Name: _____

Adult (21 or Older) Activity Supervisor: _____ Driver's License #: _____

Full Address: _____

Day # (8AM-4:30PM): _____ Evening # (After 4:30PM): _____

Date(s) and Time(s) Requested: _____

Type of Field Requested: _____ # of Fields Requested: _____

Activities Happening on Grounds: _____

To the fullest extent permitted by law, the above named group or organization agrees to defend, pay in behalf of, indemnify, and hold harmless Chesterfield Township, its elected and appointed officials, employees, volunteers, and others working in behalf of Chesterfield Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from Chesterfield Township, its elected officials, employees, volunteers, and others working in behalf of Chesterfield Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in anyway connected or associated with the above indicated activity & use of Chesterfield Twp. Pollard Park during the above indicated days, dates, and times.

I understand that I am responsible for the payment of all rental fees including field use, set-up, light usage, port-a-johns, and clean-up considered excessive by park foreman. A 50% deposit is required within five working days following approval of field use. Final payment is due 10 days prior to your first event date and must be accompanied by liability insurance. Liability insurance must name Charter Township of Chesterfield as an additional insured with coverage in a minimum of \$1,000,000 per occurrence.

All cancellations are subject to a 30% cancellation fee. The deposit minus the 30% cancellation fee will be refunded. If cancellation occurs less than 14 days prior to the event, the entire deposit is forfeited.

I have read and agree to adhere to the guidelines and all conditions listed above.

Signature of Applicant: _____ Date: _____

----- STAFF USE ONLY -----

Application Approved: YES or NO Director's Signature: _____ Date: _____

Comments: _____
