



City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368

Parks & Recreation Services Athletic Field Reservations

APPLICANT NAME: _____ TEAM NAME: _____ # of PARTICIPANTS: _____

APPLICANT ADDRESS: _____ CITY/STATE/ZIP: _____

APPLICANT PHONE (CELL): _____ (CELL PROVIDER): _____

ALTERNATE PHONE: _____ EMAIL: _____

ORGANIZATION (if applicable): _____ TEAM NAME: _____

Scheduling Guidelines

Registration for athletic fields will begin on the 2nd Monday of January at 9am at the Dardenne Prairie City Hall. Completed applications can be emailed or be left with City staff and processed in the order received. Applicants will be notified when their application is processed. Completed permits must then be picked up within **two weeks** or the permit will be cancelled, and the dates will be made available to other applicants.

- Practice sessions are reserved for 2-hour sessions unless approved by Park & Recreation Coordinator
- FEE: A resident reservation fee of \$20.00/hr will be collected prior to issuance of permit. Non-resident fee is \$30.00/hr.**
- A field light usage fee of \$10.00 per hour will also be collected if the lights are needed. (Baseball Field Only)**
- Changes to reservations must be made in advance and in person at City Hall.
- Changes will not be made unless the original permit is surrendered.
- There are no refunds for rainouts or unused scheduled time by organizations. Credits will be given for rain-outs issued by the City Staff only, no refunds. Credit must be used by November 30 of the credit year.
- A current certificate of insurance naming the City of Dardenne Prairie as "ADDITIONALLY INSURED" is required. Minimum coverage required is one million dollars' liability and two million dollars' general aggregate. It shall be the responsibility of the permit holder/organization to insure coverage is not interrupted throughout usage. Failure to provide the required insurance will result in revocation of usage.

<input type="checkbox"/> Barathaven Park <input type="checkbox"/> Field 1 <input type="checkbox"/> Field 2 <input type="checkbox"/> Field 3 <input type="checkbox"/> Cricket		<input type="checkbox"/> Bluebird Meadows <input type="checkbox"/> Field 1		<input type="checkbox"/> Dardenne Baseball Fields <input type="checkbox"/> Ball Field 1 <input type="checkbox"/> Ball Field 2 <input type="checkbox"/> Ball Field 3			
Date		Start Time/Finish Time		Lights Needed? (Dardenne Baseball Fields)		Estimated # of Attendees	
1)							
2)							
3)							
4)							
5)							
6)							

General Park Rules (violation of park rules may result in revocation of permit)

- All recreational facilities shall be used in compliance with the Municipal Code of the City of Dardenne Prairie, Missouri, and the rules and regulations promulgated pursuant thereto.
- Parks and athletic fields are open from sunrise - sunset unless otherwise specified on usage permit.
- Use of wet athletic fields is prohibited.
- Applicants and their officers, agents, guests and invitees are expected to use sportsman like conduct at all times.
- Permit holder is responsible for leaving the assigned area(s) clean and in order.
- Permit holder is responsible for reparation of any damages arising from their use of City recreational facilities.
- For the safety of all guests, glass containers are prohibited.
- Guests must park in designated parking spaces only.
- The permit holder/organization shall be responsible for the preparation and maintenance of the facilities outlined on the Facility Use Permit. This includes but is not limited to; lining of fields, field dressing with rake, ground inspection prior to use to ensure holes are filled and free of debris, etc.
- The permit holder/organization shall be responsible for providing all equipment needed for use of City recreational facilities. Such equipment includes but is not limited to; goals, goal posts, balls and nets, bases etc.
- The permit holder/organization shall be responsible for determining if field conditions are suitable for play or if games should be cancelled. The permit holder/organization is responsible for repairing damaged fields. Future reservations may be revoked due to damaged fields.
- There are no refunds for rainouts or unused scheduled time. Credits will be given for rain-outs issued by the City Staff only, no refunds. Credit must be used by November 30 of the credit year.**
- The permit holder/organization shall be responsible for the proper operation and cleanup of all recreational facilities during the period of time such recreational facilities are reserved for use (i.e., check for holes, pick up glass, pick up trash following athletic function or another event).

I (we), for myself, my employees, agents, participants and invitees, hereby expressly release and discharge the City from any and all liability of every kind or nature, including, but not limited to, bodily injury (including death), damage to the property, and all claims, suits demands, losses, costs and expenses (including attorneys' fees) arising from or alleged to arise from the use of City recreational facilities pursuant to this Agreement, that may be sustained by myself, my employees, agents, participants or invitees while on City property during the term of this Agreement. I (we) further agree to indemnify and hold harmless the City from any and all liability arising from or alleged to arise from the use of City recreational facilities, including, but not limited to, bodily injury (including death), damage to property, and all claims, suits, demands, losses, costs and expenses (including attorneys' fees). I (we) am covered by my (our) own personal, or my groups own insurance for accidents and incidents that might arise during activities in the City Park, which coverage shall be effective on or before the date my (our) use of City recreational facilities shall have begun.

Facility Use Permits are issued in accordance with the Municipal Code of the City of Dardenne Prairie, Missouri, and departmental rules and regulations concerning park usage.

Signature _____ Date _____

