



Great City of St. Clair Pavilion Rental and Field Use Form

RENTAL DATE(S): _____

Name: _____

Address: _____ Fees: Large Pavilion (Orchard Park): \$50 resident / \$100 – Non

Lions Pavilion (Orchard Park): \$25 resident / \$50 - Non

Telephone: _____ Elks Pavilion (Evergreen Park) \$25 resident / \$50 - Non

Main Street Gazebo \$25.00 resident / \$50 - Non

Field Use = \$350.00 per seasonal rental.

Large League = \$100.00 per team.

Cell Phone: _____

Fee Paid: Date ____ Cash ____ Check # _____

Large Pavilion _____ (Orchard Park)

Lions Pavilion _____ (Orchard Park)

Elks Pavilion _____ (Evergreen Park)

Main Street Gazebo _____ (Downtown Park)

Veterans Field _____ (Evergreen Park) Days of week _____, Start Time _____, End Time _____, Bases _____, Drag Field _____, Line Field _____, Number of Games _____.

Reed Field _____ (Orchard Park) Days of week _____, Start Time _____, End Time _____, Bases _____, Drag Field _____, Line Field _____, Number of Games _____.

Pee Wee Field _____ (Orchard Park) Days of week _____, Start Time _____, End Time _____, Bases _____, Drag Field _____, Line Field _____, Number of Games _____.

Soccer Field _____ (Orchard Park) Days of week _____, Start Time _____, End Time, Number of Games _____.

Large League _____.

PAVILION RENTAL TERMS AND CONDITIONS

FEE: Rental fees for the pavilion are required to rent the park facilities. All fees listed are non-negotiable. The rental fee is not refundable, unless the reservation is cancelled 30 days prior to the use date.

Notice Posted: Renters of park pavilions are required to post a reserved sign at the reserved facility no later than the morning of the reserved date and no early than 24 hours prior to the reserved date. Please bring a copy of the Rental Agreement with you to your reserved event.

Alcohol: If the rental is open to the public and alcohol is served, the renter will be required to provide liquor liability and proof of general liability insurance with a combined single limit of not less than \$1,000,000 occurrence with \$3,000,000 aggregate. The City of St. Clair must also be named as an additional insured.

Reservation Required: All persons wanting to rent a pavilion must complete a pavilion rental form and return said form with the appropriate rental payment within one week of the reservation. Reservations are made on a first come first served basis. One half of the rental rate is required within one week of your reservation request. Full payment is required 30 days prior to rental date or deposit and reserved date will be forfeit.

Refunds: Refunds on all rentals will be refunded up to 30 days prior to the rental date, if you should cancel. After 30 days, the rental is not refundable and a credit will not be issued.

Damages: The renter is responsible for all damages to the pavilion, picnic tables, grills, etc.

Cleaning: Renters are responsible for cleaning and placing trash in the proper receptacles.

Decorations: No staples or thumbtacks may be used. Decorations may be applied by the use of scotch tape or poster putty. All decorations must be removed prior to leaving the pavilion.

Tables: You may not remove or add tables to the pavilion.

Lights: Lights must be turned off before leaving the pavilion. Renters must provide their own light bulbs.

Retail and Wholesale Sales: No person shall solicit any business or service, or advertise or vend for sales or services unless it is in direct benefit to the Park. The Parks and Recreation Board must approve all sales, etc.

Glass Containers: Glass containers are prohibited within the Park.

HOLD HARMLESS AGREEMENT: The undersigned agrees to fully exonerate, indemnify, and save harmless, the City, from and against all claims or actions based upon or arising out of damage or injury (up to and including death) to persons or property caused by or sustained in connection with the performance of this agreement, or by the conditions created herein.

I, _____, understand and fully agree to the terms and conditions of this agreement.

Form revised August, 2009.

FIELD USE PERMIT CITY OF ST CLAIR

Softball, Soccer, and Football Use & Regulations

1. A field may be reserved by telephone (636-629-0333), please ask for Christine, or in person at the St. Clair City Hall during normal business hours of 8am.-4:30 pm. Monday thru Friday. All field reservations will be approved by the St. Clair Park Board.
2. All fees must be paid at least 2 weeks prior to beginning of use.
3. All Park and Recreation rules and ordinances will be strictly enforced. The Manager of Parks and Recreation or his designee has the authority to enter on to the facility at any time for any reason. The Manager of Parks and Recreation or his designee has the authority to cancel play/use at any time if he or she feels it is necessary.
4. By reserving the facility, user is responsible for actions of all participants during the event. User understands the city ordinances and park rules must be followed by all participants. Violators are subject to citation by local authorities and banishment from the facility.
5. A field use permit will be issued to complete the reservation. Teams having a field use permit will have use of that field during the specified times on their permit.
6. If using the concessions stands at Reed Field or Veterans Field, a deposit of \$ 50.00 per key will be required (maximum of 3 keys). Keys will be issued once deposit is paid. Keys will be returned to City Hall no later than 1 week following the end of your season. Anything stored in the concession stands must also be removed no later than 1 week.
7. Ball Fields will be prepared for use on day of game. In case of inclement weather, field will not be prepared, and game should be cancelled. AM rain out games should be scheduled with Gary Ward at Orchard Drive Park.
8. Any undue damage to fields or facilities will be the responsibility of organization.
9. All Soccer goals must be anchored to the ground before start of practice or play.
10. Unless otherwise approved by a Park Representative or the City Administrator, all play must end by 11:30 p.m. and everyone should be out of Park by Midnight.
11. Please pick up the Park when you are finished.
12. NO Vehicles are allowed on any fields. If unloading in Orchard Park you may drive up the path to unload and then vehicle must be moved to parking area.
13. The Organizations will provide the City of St. Clair with a copy of their insurance binder before any practice or play is started. The City of St. Clair must be indorsed as an additional insured.
14. _____ shall indemnify the City of St. Clair, Missouri, any of its members, employees, agents, officers, and consultants (each an indemnity) against, and hold each indemnity harmless from any and all claims, demands, causes of action, judgments, liens, penalties, costs, and expense whatsoever, including attorney's fees and expenses, of any kind or nature whatsoever, including, but not limited to, claims for bodily injury, illness or death, property damage including loss of use which may at anytime be imposed upon incurred by or asserted against any indemnity as a result of any performance or lack of performance by _____

or any of its agents or employees of any of its or their obligations hereunder, or as a result or any negligence of the _____ or any of its agents or employees. This indemnification of the City of St. Clair is no limited by the amount of any insurance coverage available to _____. Such indemnification shall not include claims or demands arising out of the negligence or misconduct of the City of St. Clair.

Signature:_____

Representing:_____

Date:_____