



**CITY OF ADRIAN
HERITAGE PARK TOURNAMENT RENTAL AGREEMENT**



Rental Organization _____

Rental Representative _____ Address _____

City _____ State _____ Zip _____ Email _____

Phone (Day) _____ Phone (Evening) _____

RENTAL DATE(S): _____ **FIELDS: Soccer** **Softball**

RENTAL FEES*	DEPOSIT REQUIRED	RATE	#	SUB-TOTAL
1 Day Rental	\$100	\$350		
2 Day Rental	\$150	\$650		
3 Day Rental	\$200	\$850		
Lights (<i>Softball Only</i>)		\$12/hr/field		
*Fees include the rental of all four softball OR all 5 soccer fields, the reservation of the Oak Picnic Shelter and, for softball field rentals, a max of 2 man hours of field prep per day, any additional prep beyond the two included hours will be billed at a rate of \$45 per man hour. The fee does not include drying agent for field prep. Any necessary bags of drying agent will be billed at \$12 per bag.				
VENDOR FEES#		RATE	#	SUB-TOTAL
One Day Vendor Permit		\$25		
Weekend Vendor Permit (Fri-Sun)		\$50		
Outside Vendor Permit (t-shirts, etc.)		\$50/vendor		
#This fee is for the right to sell within the city park and does not include any required licenses or permits. The Rental Representative is responsible for securing any such licenses & permits.				
			TOTAL	<input type="text"/>

(Account number: 101-697.00-651.072)

RENTAL TERMS & CONDITIONS:

1. Tournament Rentals can be made no more than one (1) year in advance.
2. Deposit must be paid at time of reservation. All other fees are due at least 7 days before first day of the tournament. **NOTE: Deposits will only be refunded when notice of cancellation is given at least 30 days prior to the start of the event.**
3. If the City of Adrian determines the fields to be unplayable the Rental Representative will be refunded all fees minus any expenses incurred by the city prior to cancellation.
4. Games may not be scheduled earlier than 9:00am nor later than 9:30pm on any field, unless prior arrangements are made.
5. Be aware that the restrooms will be winterized from November – April. If scheduling a tournament at a time when restrooms are not available, rental representative is responsible for providing port-a-lets. (*If desired City will arrange port-a-lets at a cost of \$100/port-a-let; one (1) week prior notification must be given.*)

6. No one other than the City of Adrian and its employees are permitted to bring dirt, sand, paint or other field prep material onto the field. The City of Adrian reserves the right to decide if the fields are too wet to play.
7. The Rental Representative is responsible for emptying trash barrels, replacing trash bags and restocking restrooms throughout the day. Upon conclusion of the tournament, the Rental Representative is responsible for picking up litter items (paper, bottles, cans, etc.) from around the field and bleacher area. This must be done prior to the following Monday morning or it will be picked up by the City crews and the Rental Representative will be charged \$25/man hour.
8. The Rental Representative is responsible for providing all needed cold packs and first-aid supplies.
9. The Rental Representative is responsible for providing the City of Adrian with a \$1,000,000 liability insurance certificate with the City of Adrian named as an additional insured.
10. All player and spectator vehicles are to be parked in designated parking areas. Vehicles are not permitted around the fields or along drives near fields. *This item is most important and should be relayed to all participants.* **NOTE: Requests to charge either a parking and/or gate fee must be submitted at least 30 days before the event. If request is approved, 20% of all such fees collected must be paid to the City of Adrian.**
11. Contact the City Parks & Forestry office with any questions M, W, F, 9:00am-2:00pm at 517-264-4876.

I have read, understand, and agree to the above rental terms and conditions in their entirety:

Signature of Rental Representative

Date