



**CITY OF ADRIAN PARKS & FORESTRY DEPARTMENT  
ISLAND PARK TOURNAMENT FIELD RENTAL AGREEMENT**



Rental Organization \_\_\_\_\_

Rental Representative \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Phone (Day) \_\_\_\_\_ Phone (Evening) \_\_\_\_\_

**RENTAL DATE(S):** \_\_\_\_\_

<b>RENTAL FEES*</b>	<b>DEPOSIT REQUIRED</b>	<b>RATE</b>	<b>#</b>	<b>SUB-TOTAL</b>
Friday only	\$100	\$200		
Saturday <i>OR</i> Sunday only	\$125	\$300		
Friday & Saturday	\$200	\$475		
Saturday & Sunday	\$225	\$550		
Full Weekend (Fri – Sun)	\$300	\$725		

\*Fees include the rental of all three fields, the reservation of all three shelters and 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.

<b>CONCESSION FEES#</b>	<b>RATE</b>	<b>#</b>	<b>SUB-TOTAL</b>
One Day Concession Permit	\$25		
Weekend Concession Permit (Fri-Sun)	\$50		
Outside Vendor Permit (t-shirts, balls, 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 license & permit from the Health Department. *A Health Department Concessions Permit is required for the sale of anything other than prepackaged goods. (i.e. Pop, chips, candybars)* Call the Health Department with any question 517-264-5213.

(Account: 101-697.00-651.072)

**TOTAL**

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**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 30 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 are winterized and generally not available until the last week of 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, 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 Parks office with any questions M, W, F, 9:00am-2:00pm at 517-264-4876. On weekends or holidays call 517-605-1195 or 517-215-3186.

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

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Signature of Rental Representative

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Date