

CITY OF BUSHNELL

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P.O. Box 115
117 E. Joe P. Strickland, Jr. Ave.
Bushnell, Florida 33513

ATHLETIC FACILITY RULES & REGULATIONS

The guidelines and procedures specified through this document will govern all recreational and competitive organized sports activity use. These guidelines will be administered and enforced by the City of Bushnell at athletic sites maintained and operated by the City of Bushnell Parks and Recreation Department.

A sound maintenance program is important to ensure athletic facility turf quality. Consideration will be given to the endurance limits of the turf in scheduling the use of the facility. The City of Bushnell Parks and Recreation Department programs have first scheduling priority. All fees will be assessed according to the City's approved fee schedule.

Failure to adhere to any of these conditions may result in immediate cancellation of the existing contract / agreement and future use of all City Parks and Recreation facilities.

Any inquiries pertaining to these guidelines or requests for interpretation of application should be sent to the Director of Public Works for a decision or clarification. Further action may be taken to the City Manager's office as an appeals process.

General Rules

- Fields are open for individual or unorganized public use during normal park operation hours. Any organized groups, outside organizations or teams wanting to use the City of Bushnell Parks facilities may rent fields between the hours of 6:00 a.m. and 10:00 p.m.
- Users are to remain in assigned area(s) and are responsible for supervising all participants in their program as to not interfere with other on-going activities/programs.
- No one is allowed on locked fields. Please see facility staff for access.
- Smoking is prohibited on all athletic fields, dugouts, and spectator areas. Smoking is permitted at designated site locations.
- Alcoholic beverages are prohibited at athletic facilities.
- Parking is permitted ONLY in designated areas; illegally parked cars are subject to being towed.
- Loitering at the facility is prohibited.
- Pre and Post activity storage is not provided.
- The City of Bushnell is not responsible for items stolen or left on the premises.
- Adult Sports Organizations utilizing fields must have a uniformed law officer present during events.
- The ball field and/or multipurpose field applicant will be responsible for the operation of the lighting system, including the disconnection of lighting when play is terminated each day. If it is determined that the lighting is not disconnected during the applicant's rental period, then a fine in the amount of

fifty dollars (\$50.00) will be levied against the applicant and must be remitted to the office of City Hall within 30 days for each and every time the lighting system is not disconnected.

Payments and Reservations:

The event application form accompanied by total estimated fees, event deposit and appropriate insurance and waivers, must be signed by the applicant and approved by the Public Works Department before a reservation can be guaranteed. Applications and fees should be received no later than 14 calendar days prior to required use. Please drop off these forms with payment at Bushnell City Hall, 117 E. Joe P. Strickland, Jr. Ave, or mail them in to the City of Bushnell, P.O. Box 115, Bushnell, FL 33513. Please remember your request will not be reserved until all required fees are paid. Payment may be made in the form of cash, Money Order or Check payable to the City of Bushnell.

Hold Harmless/Insurance Agreement:

The User will indemnify and hold harmless the City of Bushnell from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park by the User, its agents, servants, invitees and guests under this license.

The User will take all reasonable precautions for the safety of, and will provide reasonable protection to prevent damage, injury, or loss to all persons and property in the Park.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance Reflecting minimum coverage of one million dollars (\$1,000,000.00) Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Bushnell shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Bushnell.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Bushnell no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park. There is no parking allowed at any place of business or residence near the park unless written permission is granted by the owner in advance.

_____ *Applicant Name* _____ *Applicant Signature* _____ *Date*

DEPARTMENT USE ONLY

(To be filled out by City of Bushnell Staff)

Rental Fee(s): \$ _____ Security Deposit Fee: \$ _____

Total Estimated Fees and Deposit Required at this Time: \$ _____

Fees Received: \$ _____ Date: _____ Check #: _____ Receipt #: _____

Application Approved: Yes No Initial: _____

Certificate of Insurance Required Yes No Date Received: _____

Payment Received Yes No Initial: _____

Department Authorization: _____ Date: _____

Communication with Recreational Sports Field Users

For the purpose of eliminating confusion and establishing one-on-one direct communication flow between the City of Bushnell and the sports organizations, the President or designee of the group shall be the official spokesperson. All communication with the City must be made through the President or designee to the City's Recreation Coordinator.

Insurance

Sports organizations utilizing fields must supply a Certificate of Insurance reflecting minimum coverage of one million dollars (\$1,000,000.00) Comprehensive General Liability insurance, without deductions, per occurrence. The City of Bushnell shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the sport organization's insurance policy shall not be cancelable without thirty days prior written notice to the City of Bushnell.

Law Enforcement in the City of Bushnell Parks

- All persons entering the facility are subject to the policies set forth by the City of Bushnell. The sports organization renting the facility is responsible for the enforcement of those policies. Uniformed law officers of the Sumter County Sheriff's Department will be called upon to assist in the enforcement of applicable City ordinances.
- The City of Bushnell may ban any athletic participant or event attendee from admission to the facility for such length of time as the City may deem necessary in order to punish or prevent indecorous or improper behavior by such participant or attendee.

Safety

- The City of Bushnell, at any time, may cancel, postpone, or delay any game or practice due to inclement weather or any other factors, which might impair the safety of participants or cause damage to the playing areas. The City will contact all sports organizations, if possible, in the event of cancellation.
- In case of lightning, no one will be permitted on the fields and they will be closed until signaled by the ThoroGuard Lightning Detection System. If the park is not equipped with system, field will be closed for thirty (30) minutes after the last visible lightning strike. Immediately after first incident of severe weather, all outside areas (i.e. fields, dugouts, bleachers, etc.) should be cleared of patrons. All outside areas should be checked, all equipment secured.
- Sports organizations will take all reasonable precautions for safety. Sports group will provide reasonable protection to prevent damage, injury, or loss to all persons and property at the facility.
- Sports organizations will comply with all applicable safety laws, ordinances, rules, regulations, standards and lawful orders of any public authority bearing on the safety of persons or property, and protection of such from damage, injury or loss.

Scheduling

- Usage of facility is only for time and dates indicated in the agreements and facility use contracts. Games are to begin early enough to ensure completion by the end of the rental time. If use runs past allotted time, additional time will be charged the hourly rate for each hour or half-hour overtime.
- Failure of any sports organization to utilize any scheduled field without twenty-four (24) hours' notice to the City of Bushnell may result in restriction and/or termination of use after the third occurrence. *Refunds for field rentals not utilized will only be granted if the field user gives a prior 24-hour cancellation notice to the City's Recreation Coordinator. Credits toward future usage because of cancellations will not be allowed.*
- Extensions for games, practices, playoffs, etc. must be requested immediately and approved by the Recreations Department.

Maintenance

- The City of Bushnell will maintain fields for games and practices. At the end of each use, all sports organizations will be responsible for removal of all debris in utilized areas.
- At no time will a sports organization perform any maintenance to a field without verbal agreement with the City of Bushnell prior to beginning the task. They may assist City of Bushnell employees if requested.
- The Parks and Recreation Department staff will provide field markings as agreed upon between user and City.

I have read the above and understand the conditions. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): _____

Group Representing: _____

User Signature: _____ Date: _____

City of Bushnell Employee Signature: _____ Date: _____

City of Bushnell Recreation Department
211 Southland Place, Bushnell, FL
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