



## Field Rental Application

Contact Name: \_\_\_\_\_ Group/Organization: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Rental Requests:**

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/> Softball   | <input type="checkbox"/> Hockey Rink      |
| <input type="checkbox"/> Baseball   | <input type="checkbox"/> Tennis           |
| <input type="checkbox"/> Football   | <input type="checkbox"/> Basketball       |
| <input type="checkbox"/> Volleyball | <input type="checkbox"/> Disc Golf Course |

Field / Facility: \_\_\_\_\_

League Play: \_\_\_\_\_ Tournament: \_\_\_\_\_ Other: \_\_\_\_\_

	<u>Date</u>	<u>Time</u>	<u>Fees (if applicable)</u>
<b>1</b>			
<b>2</b>			
<b>3</b>			
<b>4</b>			
<b>5</b>			
<b>6</b>			
<b>7</b>			
<b>8</b>			

**Special Requests:** *(Field Lined, Base Distance, Pitching Distance, Etc.) Be Specific!*

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**RENTAL FEES:**

The cost of Vet's Softball Field is \$45/\$65 (resident/non-resident) plus tax per field/hour. The fee for a soccer field is \$25/\$45 (resident/non-resident) plus tax per field/hour. The fees must be paid at least two days in advance. Visa, MasterCard, and Discover are accepted.

If lights are requested, an additional \$20/hour fee will be assessed.

**OUTDOOR ATHLETIC USE POLICY:**

The purpose of this policy is to establish a system for the orderly distribution of the limited City of Hastings' athletic facilities. If you have any questions, please see the complete Outdoor Athletic Use Policy by contacting the Hastings Parks & Recreation Office.

*PRIORITY 1* – Any activities sponsored or co-sponsored by the City of Hastings

*PRIORITY 2* – Public or Private schools

*PRIORITY 3* – Non-Profit Youth and Adult Organizations or Groups (must provide proof of 501c-3)

*PRIORITY 4* – Hastings Organizations and Groups

*PRIORITY 5* – Non-Resident Groups, Camps and Clinics

**\*\* PLEASE READ THE REVERSE SIDE OF THIS FORM BEFORE SIGNING \*\***

**City of Hastings  
Parks & Recreation  
Department**

920 W 10th St.  
Hastings, MN 55033  
Ph: (651) 480-6175  
Fax: (651) 437-5396  
www.ci.hastings.mn.us

**Aquatic Center**  
901 Maple St.  
Hastings, MN 55033  
Ph: (651) 480-2392  
Fax: (651) 437-5396

**Civic Arena**  
2801 Redwing Blvd.  
Hastings, MN 55033  
Ph: (651) 480-6195  
Fax: (651) 437-4940

## General Guidelines for Facility and Field Reservations

- Applicants who live or work in Hastings will receive priority reservations.
- Liquor, wine, intoxicating and non-intoxicating malt liquor cannot be consumed or possessed in city parks between the hours of 6:00 p.m. and 8:00 a.m. with the exception of Vet's Park where only non-intoxicating malt liquor can be consumed or possessed and then only between the hours of 8:00 a.m. and 10:00 p.m.
- Parking is allowed in parking lots only. No unauthorized vehicles are permitted to be on grass, sidewalks, trails, fields, etc.
- Park closing time is 10:00 PM (10:30 PM at Vet's Park)
- If the facility you have reserved is being used by another group, and they refuse to leave, please call 911 non-emergencies (651-480-2300).
- The City of Hastings reserves the right to deny or revoke a permit for non-compliance or if it is believed to be in the best interest of City facilities or park users.
- All waste paper and other rubbish must be deposited in the appropriate receptacles.
- No group may set up a tent or other temporary shelter without authorization from the Parks and Recreation Department.
- Rentals for equipment and facilities are subject to applicable Minnesota State sales Tax.
- Proof of insurance in the minimum amount of \$ \_\_\_\_\_ must be provided.
- Effective June 1, 2007, a **Tobacco-Free policy** has been approved in all city-owned or operated parks or outdoor recreational facilities. Users shall refrain from using any tobacco product in any city-owned or operated park or outdoor recreational facility.

## Athletic Facility Rules

- Athletic facilities may be reserved by Hastings groups, school, businesses, churches, and non-profit groups.
- Requests for facilities will be based on availability and facility conditions.
- The City provides ongoing maintenance to city owned facilities. Additional maintenance requests may be subject to additional costs as determined by the Parks and Recreation Director.
- Permits for athletic facility use may be revoked if the City feels a certain facility is already at its capacity or believes damage may occur. This decision to grant or revoke a permit is solely in the discretion of the Parks and Recreation Director or appointee.
- Athletic facilities used for city or association programs will receive maintenance priority over rented facilities.
- Tournaments will not be scheduled rain or shine. The Parks and Recreation Department may cancel a tournament if conditions are such that damage to the field may occur.
- Effective June 1, 2007, a **Tobacco-Free policy** has been approved in all city-owned or operated parks or outdoor recreational facilities. Users shall refrain from using any tobacco product in any city-owned or operated park or outdoor recreational facility.

**The persons and/or organizations renting the facilities within the City of Hastings, by signing this and accepting the terms and agreements on this application, agree to defend, indemnify, and hold harmless the City of Hastings, its officers and employees, for any damages to City property by participants or public involved in the use of the rented facility and agrees to assume all liability for the injury or death of any participant and public involved. Any damage to the facility or equipment shall be reported immediately.**

*By signing this form, I acknowledge I have read, understand and agree to any and all conditions set forth by the City of Hastings and the Parks and Recreation Department.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### ***Office Use Only:***

Amount Due: \_\_\_\_\_ Payment Method: \_\_\_\_\_  
Reservation Approved?: \_\_\_\_\_ Staff Signature: \_\_\_\_\_