



Community Services Department

11222 Acacia Pkwy.

Garden Grove, CA 92840

Phone: 714-741-5200 Email: fields@ggcity.org

ATHLETIC FIELD RENTAL APPLICATION

APPLICANT INFORMATION

Organization _____ 501(c)(3)# _____
(Leave blank if request is for individual/community use) *(Attach copy, if applicable)*

Organization website _____ Social media FB/IG/Twitter _____
(required if applying as an organization)

Contact Name _____ Phone _____

Address _____ City _____ Zip _____

Email _____ Alternate Contact Name & Email _____

Chapman Sports Complex 11700 Knott Ave.	___ Flag Football Field	___ Soccer Field	___ Other sport:
Edgar Park 12781 Topaz St.	___ Soccer Field	___ Practice Area #1 ___ Practice Area #2	___ Other sport:
Garden Grove Park 9301 Westminster Ave.	Baseball/Softball ___ Field	___ Football ___ Soccer	___ Other sport:
Hare School Park 12012 Magnolia St.	___ Baseball/Softball ___ Field	___ Football ___ Soccer	___ Other sport:
Village Green Park 12732 Main St.	___ Practice Area #1 ___ Practice Area #2	___ Practice Area #3	___ Other sport:
West Grove Park 5372 Cerulean Ave.	___ Soccer Field	___ Practice Area	___ Other sport:
West Haven Park 12252 West St.	Soccer Field N/A (under renovation)	___ Practice Area #2	___ Other sport:

DAY	DATES						TIME					
Mon	/	/	to	/	/	:	am/pm	to	:	am/pm		
Tues	/	/	to	/	/	:	am/pm	to	:	am/pm		
Wed	/	/	to	/	/	:	am/pm	to	:	am/pm		
Thur	/	/	to	/	/	:	am/pm	to	:	am/pm		
Fri	/	/	to	/	/	:	am/pm	to	:	am/pm		
Sat	/	/	to	/	/	:	am/pm	to	:	am/pm		
Sun	/	/	to	/	/	:	am/pm	to	:	am/pm		

Nature of Event:	Expected Attendance:	% Garden Grove Residents
------------------	----------------------	--------------------------

FEES

- Formal Leagues (all sports)* \$2/hr per player (roster is at least 50% GG residents); \$4/hr per player (non-GG residents)
- Liability insurance, additional insured certificate, 501 (c)(3) statues, list of current Board Members, League Bylaws and League schedule must be submitted with application.
Rosters must be submitted by second week of league play (AYSO, GGFNL, Little League, Pop Warner)*
- Non-Profit Youth Sports* Rosters & current 501 (c)(3) status must be submitted with application for above rate.
- Field priority will be given to traditional primary season sports.*
- Ball Field Rentals -* \$20/hr (Non-profit adult sports organization); \$15/hr (GG resident private use); \$32 (travel ball); \$38 (tournaments)
- Soccer Fields -* \$20/hr (Non-profit adult sports organization); \$20/hr (GG resident private use); \$32 (club team); \$38 (tournaments)
- Lights, if available, are an additional cost.**

APPLICATIONS, RENTAL RATES, PAYMENTS & REFUNDS

- Application must be received at least 10 calendar days prior to the date of the event(s).** Permits issued subject to availability of facility and staff.
- Payment is required at the time the application is submitted. Payment must be made by check, money order (payable to City of Garden Grove), credit card or exact cash.

The City of Garden Grove’s cancellation fees for any field reservation are:

- 32 or more days prior to event.....Full Refund Minus \$5 Administration Fee**
- 7 to 31 days prior.....50% Refund**
- Less than 7 days prior.....No Refund**

_____ Initial to acknowledge that you understand the information provided above.

<u>FEE SCHEDULE</u>		DEPOSIT: CHECK CASH CREDIT CARD
Permit Processing Fee	\$ _____	Paid by: _____
Facility Day Use Fee rate _____ x # hours _____	\$ _____	
Facility Light Use Fee rate _____ x # hours _____	\$ _____	Mail to: _____
Miscellaneous Fee _____	\$ _____	
Miscellaneous Fee _____	\$ _____	Phone (Best): _____
Miscellaneous Fee _____	\$ _____	
Total Amount	\$ _____	Deposit processed: <input type="checkbox"/> Deposit held: <input type="checkbox"/>
Receipt # _____ Facility Deposit	\$ _____	Deposit pickup: _____
Receipt # _____ Total Due	\$ _____	Print name: _____ Date: _____

GG ATHLETIC FIELD RULES & REGULATIONS

1. Playing fields are designated for active sports, recreation and organized athletic activity only. City programs, events and permitted filming/photography are exempt.
2. Any person or group causing damage to City-owned property or equipment will be required to pay for said property or equipment (based on current cost of repair or replacement). Until payment is received, the City shall have the right to cancel the group's current contract and reject future applications.
3. A temporary banner permit is required to place banners/signs on field perimeter fences.
4. A permit is required for food/beverage sales (i.e. snack bar) – please visit www.ocfoodinfo.com for details.
5. Use of facilities is limited to those identified on the permit during the dates and times indicated and for the stated purpose.
6. Permits are not transferable. Clean-up and removal of equipment and personal belongings must be completed and the field is completely vacated by the time indicated on the permit. Rental is for the designated field permit only. The open green space and parking lots are public access ways and not part of the rental. All permit groups must keep a copy of their permit on hand in case a conflict or inquiry occurs. Permits must be made available to City staff during permitted time, if requested.
7. The use or presence of alcohol or illegal drugs is not permitted.
8. Permit groups that have seasonal permits or conduct tournaments/camps must provide \$2M liability insurance with the City of Garden Grove listed as additional insured.
9. Only existing marked athletic lines may be utilized by users. Any additional athletic lines/markings must be pre-approved by the Facilities Supervisor. Approved markings must be made with easily removable materials. Permit groups must remove these markings at the conclusion of the event. A cleanup fee will be charged to permitted group for any markings left after the conclusion of permitted time.
10. Any behavior or activity that is determined by the onsite staff person as unsafe, a violation of park rules, or unsportsmanlike conduct is prohibited. Examples of unsportsmanlike conduct include: aggressive, intimidating, abusive or threatening actions, cursing, or fighting. Police may be called and violators may be required to vacate the premises or may be subject to arrest.
11. Permit requests may be denied if:
 - The proposed use or activity is of a nature/size that is inappropriate to the playing field or will cause adverse impacts on health/safety of surrounding park users or adjacent residents and businesses that cannot be mitigated.
 - Applicant fails to remit fees, charges, or deposits as required.
 - Applicant knowingly makes false, misleading, or fraudulent statements in the application process.
 - Applicant fails to agree to reimburse the City for damages/destroyed property.
 - Time requested is designated in the field allocation plan for another type of use or user group.
 - Field is closed for maintenance.
12. Permits may be revoked and/or denied in the future by City staff if there is any violation of these rules or any abuse of the privileges of using City or District facilities and/or equipment.

Applicant certifies that he/she read and agrees to abide by the “GG Athletic Field Rules and Regulations.”

Signature: _____

Date: _____

HOLD HARMLESS AGREEMENT and GENERAL LIABILITY INSURANCE

1) If permit is issued, APPLICANT agrees to protect, defend, and hold harmless the City of Garden Grove ("CITY") and Garden Grove Unified School District** ("DISTRICT") and their respective elective or appointive boards, officers, officials, agents, employees and volunteers from any and all claims, liabilities, expenses or damages of any nature, including attorneys' fees, for injury or death of any person, or damage to property, or interference with the use of property, and any other monetary damage claims arising out of, or in any way connected with work, activities or operations pursuant to the Agreement by APPLICANT, APPLICANT's agents, officers, employees, subcontractors, or independent contractors and those authorized or permitted by LICENSEE to use the subject Facility. The only exception to APPLICANT'S responsibility to protect, defend and hold harmless CITY or DISTRICT is due to the sole negligence of CITY or DISTRICT, or any of their elective or appointive boards, officers, agents, employees or volunteers.

2) Unless otherwise waived by the City, applicant shall provide general liability insurance in the amount of \$1,000,000 naming the City of Garden Grove, its officers, agents, employees or volunteers as additional insured.

**Applies to GGUSD properties operated by the City of Garden Grove – Chapman Sports Complex, Edgar Park and Hare Park.

I CERTIFY THAT I HAVE READ AND AGREE TO THE ABOVE:

Signature: _____

Date: _____

Date Received: _____ Staff Initials: _____ Insurance Received: _____ Rosters Received: _____