

BONDURANT RECREATIONAL SPORTS COMPLEX - AGREEMENT FOR USE GUIDELINES

City of Bondurant Parks and Recreation Department

200 Second Street, Northeast, PO Box 37, Bondurant, Iowa 50035 - (515) 967-2418 - shagan@cityofbondurant.com

FEES

- Rental fees are established by the Parks and Recreation Board and the City Council and are subject to periodic review. User is subject to any current fees as adopted by Bondurant City Council on the date(s) utilization. Taxes are not included in the fees listed.
- The fee is a compensation for use of facilities to help recoup additional operating cost incurred as a direct result of the use. Operating costs covered by this service generally include: Initial field/base set up, initial grooming and lining of fields prior to Tourney start (unless otherwise agreed upon by both renter and City), trash removal, restroom access, restroom cleaning and supplies, Complex Attendant, Concession access.
- Fees in addition to rental fees may include: damage/cleaning deposit, scoreboard deposit, field light usage, field maintenance charges, field equipment rental, temporary fence install/tear down, merchandise sales commission (10% of gross), additional diamond drying agent, additional chalk, replacement of repair for damage or theft, replacement or repair of overly damaged turf, or admission percentage if this is part of agreement.

BONDURANT RECREATIONAL SPORTS COMPLEX GUIDELINES FOR USE

- **Please support your Concession Stand. We discourage FOOD, BEVERAGES, COOLERS AND WATER JUGS BROUGHT INSIDE COMPLEX. No glass bottles of any kind allowed at Bondurant Recreational Sports Complex.**
- All animals must be licensed and under control by owner by a leash not more than 10' in length. Owner must remove any droppings by the animal on the property.
- The sale of anything by the user or participants requires prior approval of the Recreation Program/Facility Supervisor or his/her designee and the City shall get 10% of any gross sales.
- The concession stand will be opened for service during all scheduled tournaments guaranteeing minimum of 8 teams.
- Excessive clean up or turf damage by the user may require any process needed to return the facility or equipment to its original condition. Clean up and deposit into trash receptacles all excessive refuse created by your event from fields inside of fences, dugouts, plaza area and surrounding areas.
- No motorized vehicles allowed inside Complex area without prior approval.
- **Field Maintenance will be provided by the City of Bondurant and will include initial all field prep including chalk lines prior to each rental date. During Tournaments, the City of Bondurant will provide onsite staff. They will re-groom and chalk fields as stated in the agreement for an additional fee.**
- Field drying agent or any other drying method must be preapproved by Department staff or be subject to loss of Damage/Cleaning deposit.
- Ticket sales or seating assignments shall not be initiated by the user unless written consent is given by the Department.
- All flyers, announcements, advertisers and/or ads to be posted in Park Facilities or used and/or promoted for your event requires prior approval of Recreation Program/Facility Supervisor or his/her designee. Event must include the following on any promotion material. **"The City of Bondurant does not endorse or condone any activities or products represented by this use."**
- Remove all personal effects brought into the facility.
- Have all persons leave fields no later than the ending time indicated on the application for use.

RESERVATION PROCEDURES

- Advance reservations must be made on the appropriate "Agreement for Use" form.
- Reservations will be accepted after February 6, 2015. Bondurant Recreational Sports Complex is available for rental **Monday, March 16, 2015 - Sunday, October 4, 2015**. Rental times available for Tournaments are generally Fridays, 6:00 p.m. to 8:00 p.m., Saturdays, 8:00 a.m. to 8:00 p.m., and Sundays, 8:00 a.m. to 8:00 p.m. Reservations are accepted no sooner than the first business day of the month, four months in advance (including month of desired reservation) and no later than ten business days prior to rental. Cancellations or revisions to reservations by the renter must be made a minimum of ten business days in advance of the date of the reservation and will carry a fee of \$25 for any change. *Leagues take precedence.
- Tournament Reservation Fees/Schedule:
 1. A reservation is made when the Damage/Cleaning Deposit(s) and/or Rental Fees are received and an "Agreement for Use" is completed and submitted.
 2. FEES must be paid by either check (payable to City of Bondurant), credit card, cashier's check or cash, and must be paid four weeks in advance of date of use unless post event billing has been pre-arranged. NO REFUND OR FEES AFTER THIS DATE UNLESS THE CITY CANCELS DUE TO WEATHER OR OTHER UNFORSEEN CIRCUMSTANCES.
 3. A cancellation made at least four weeks in advance of the use will receive a refund of rental fees collected. Deposit will not be refunded after cancellation, at any time.
 4. Deposit(s) are to be made by cashier's check or credit card and will be returned to User following staff inspection.
 5. User must submit Tournament Bracket and/or schedule of games in to Recreation Program/Facility Supervisor no later than 8:00 a.m. the Monday prior to use so we can properly allocate staff.