

WORCESTER COUNTY DEPARTMENT OF RECREATION & PARKS
EXCLUSIVE USE PARK RENTAL AGREEMENT

Organization/Applicant: _____ **Contact:** _____

Address: _____

Business Phone: _____ Residence Phone: _____ Email Address: _____

Park/Facility Requested: _____ **Type of Activity:** _____

Field Dimensions Requested: _____

Requested field dimensions are to be pre-approved by County. In the event a user alters the standard field dimensions, field damages may be the responsibility of the user at the User's expense. Any/All alterations must be completed, by user, and put back to original condition, by user, within 24 hours unless approved by Worcester County Department of Recreation & Park's Director.

Event: _____ Fee Charged for Program _____ Estimated Attendees: _____

Additional Terms:

PLEASE COMPLETE ALL PAGES AND RETURN TO THE RECREATION & PARKS DEPARTMENT OFFICE.

This agreement is made between _____ ("User") and the County Commissioners of Worcester County by the Worcester County Department of Recreation & Parks ("County") and permits the exclusive use of the Park/Facility noted above:

The Park/Facility may be used in accordance with the following terms and conditions on the following date(s) and time(s):

_____ 2017 From _____ a.m./p.m. To _____ a.m./p.m.
Month/Day Time Time

USER UNDERSTANDS AND AGREES TO THE FOLLOWING COUNTY FEES:

- Private/Individual Tournament/Game Fee - Worcester County residents will be charged a fee of \$125 per field/per park for games and or tournaments. Non-County residents will be charged a fee of \$150 per field/per park for games and or tournaments. **These fees do not include Initial field setup/lining. Initial field setup/lining fees listed below.**
- Partnership/Municipality Tournaments – Users will be charged a fee of \$200 per field/per park for games and or tournaments. For example: Partnerships with Wicomico County/Ocean City. **These fees do not include Initial field setup/lining. Initial field setup/lining fees listed below.**
- **Initial Field Setup/Lining Fees:** Baseball/Softball Fields – Users will be charged a fee of \$20.00 per field if County lines the field.
Multi-Purpose Fields – Users will be charged \$75.00 per field if County lines the field.
- Practice Fee - Teams registered with Worcester County Recreation & Parks Department programs, will be granted two practices per week at no cost.
- Practice Fee – Worcester County residents will be charged a fee of \$30 per field/per park for a two hour practice. Non-County residents will be charged a fee of \$45 per park/per field for a two hour practice.
- A light fee of \$30.00 per hour, per field will be charged to the User, if lights are needed.
- A \$200.00 **refundable** Damage/Clean Up deposit is required for all tournament rentals. In addition, a clean up fee of \$50 per hour/per staff will be applied and future rental privileges may be revoked if user does not abide by Trash Policy. The deposit can be applied to the balance of request.
- Effective July 1, 2015 – A site coordinator which is employed by the County is required for all events that have four or more teams. The site coordinator will be available on site (minimum 4 hours) per the conclusion of each day's event. The user will be charged \$15 per hour / per day for this service; the refundable deposit may be used to pay for this service as long as the park is left in satisfactory condition.
- Vendor fees of \$75 for the sale of miscellaneous items and \$200 for food items are required for all rentals.
- All Worcester County Health Department permits will be obtained and regulations observed prior to selling concessions. A copy of the Health Permit must be submitted to the County before use.
- No admission fees, etc. are permitted unless approved in writing by the County. Approved admission fees will be split 50/50 with County.
- Events of over 100 participants, the user will be required to pay a fee of \$100 per park for trash removal. This fee can be waived if user agrees to remove all trash from the premises. **Verification is required after the event.**
- The County may entertain a request for an annual or recurring sports tournament or special event more than 6 months in advance.

Field Availability:

- Fields are utilized for specific sports throughout the year to accommodate the county programs. Fields will not be available for a different sport during these times. County fields are unavailable December 1 through March 1.
- Worcester County programs receive first priority.
- Any user that reserves Worcester County Park Fields has first priority during their reserved time. However, if a reserved field is not being used, Worcester County citizens have the option to use this field free of charge until the user who reserved the fields arrives.

Trash Policy:

- User agrees to keep park/facility free of trash (fields, dugouts, grounds, parking lot, etc.) and agrees to dispose of all trash in the County provided receptacle. (dumpster/trash truck)
- Upon conclusion of the event, all county trash cans will be emptied (permanent and temporary (55 gal) and bags replaced into permanent park trash cans (38 gallon, steel mesh receptacles).
- The User hereby agrees to clean up the park/facility immediately upon conclusion of the event. The County may grant special permission to the user to clean up the trash by 10:00 a.m. the following day due to unforeseen circumstances such as weather and darkness, etc.
- Failure to abide by the terms of the Trash Policy may result in a forfeit of the damage/clean up deposit. This may also result in an additional clean up fee of \$50.00 per hour/per employee that was required to clean up the park/facility and an additional \$100 trash disposal fee.
- Verification by the County for compliance of the trash policy will guarantee a refund of the \$200 damage/clean up deposit. Non-Compliance will result in a forfeit of deposit.
- User agrees to pay \$100 dumpster/trash disposal fee per park.
- In the event, the user makes arrangements to remove all trash from receptacles and premises; the \$100 Dumpster/Trash Disposal fee will be waived.
- **Penalty fee must be paid prior to the organization using the park/facility for additional reservation dates.**

Port-a-let Policy:

- Additional port-a-lets and additional cleanings are the responsibility of the user. Port-a-lets are cleaned on Monday & Friday.

Insurance:

- All injuries are the responsibility of User. There is no insurance or indemnity provided by County protecting User. Events of over 100 participants, User will be required to obtain, at the User's expense, comprehensive general liability insurance coverage, insuring User and County for the purposes of this agreement, which insurance coverage shall include coverage for personal injury which said insurance coverage should be at least in the amount of ONE MILLION DOLLARS (\$1,000,000) combined single limit. User shall indemnify and hold harmless County and its officials, employees and agents from and against any and all liabilities, judgments, settlements, losses, costs or charges (including attorneys' fees) incurred by the County or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or associated with the use of the Property by User or by User's members, employees, agents or invitees. User will include Worcester County Commissioners as "additional insured" on certificate of insurance.

Facility Upkeep:

- User is responsible for the conduct of its group.
- User is responsible to inform participants of parking regulations. (Large events will require additional parking notification to participants which will be provided by the Recreation & Parks Staff)
- The Worcester County Recreation & Parks Department reserves the right to cancel an event due to inclement weather.
- No alcoholic beverages are permitted.
- User shall not injure, mar or in any way deface the Park/Facility and shall not cause or permit anything to be done whereby the facility shall be in any manner injured, marred, or defaced. User will not drive or permit to be driven, nails, hooks, tacks or screws into any part of the Park/Facility and will not make or allow to be made any alterations of any kind therein. Damages will be the responsibility of the user at the User's expense. User shall not move County property (i.e., picnic tables, bleachers, goals, etc.) without approval.

Penalties:

- PENALTIES - Failure to abide by the terms of the agreement may result in action by County.
- County will work with User to attempt to correct any problems. If User is unable or unwilling to correct the problem, County then has the right to restrict the offending individual/organization privileges to use the facilities in the future.

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT. I HAVE READ AND UNDERSTAND AND WILL COMPLY WITH THE COUNTY GUIDELINES FOR THE PARK AND FACILITY USE.

- **Worcester County Park Regulations are available on the County's webpage; www.co.worcester.md.us or on facebook.**

By Organization Representative (Print Name) _____ Date: _____

By Organization Representative User (Signature) _____ Date: _____

[Return Application to:](#)

Worcester County Recreation & Parks Department
6030 Public Landing Road, Snow Hill, MD 21863
410.632.2144; Fax 410.632.1585

_____ Total Fee Paid: \$ _____ Received by: _____ Date: _____

By County Representative Authorized Signature _____ (Initials)