



Tournament/Event Rental Application



SEMINOLE COUNTY PARKS AND RECREATION DIVISION

Red Bug Lake Park
3600 Red Bug Lake Road
Casselberry, FL 32707
Phone: 407-665-2190

Sanlando Park
401 W. Highland Street
Altamonte Springs, FL 32714
Phone: 407-665-2100

Seminole County Softball Complex
264 W. North Street
Altamonte Springs, FL 32714
Phone: 407-665-1990

Sylvan Lake Park
845 Lake Markham Road
Sanford, FL 32771
Phone: 407-665-2180

Soldiers Creek Park
2400 State Road 419
Longwood, FL 32750
Phone 407-665-2199

Seminole County Sports Complex
3450 E. Lake Mary Blvd
Sanford, FL 32773

I. APPLICATION

APPLICANT/SPONSOR

NAME: _____

Phone: (Main) _____ (Cell) _____

Address: Street _____ City _____ State __ Zip _____ Country _____

Authorized Representative: Name _____ Organization: _____

Fax: _____ Email Address: _____

Name of Event: _____ Description of Event: _____

II. SPECIAL REQUESTS

1. Estimated Number of Participants _____ Estimated Number of Out of Town Participants _____
2. Is your organization hosting event tax exempt?
Yes _____ No _____ Tax Exempt ID # _____
3. Will an area for umpires/officials or meetings be needed?
Yes _____ No _____ If Yes, explain _____
4. Do you need the County's Food Concessions available? Yes _____ No _____
If Yes, Dates _____ to _____ Times _____ to _____
5. Will parking fees be collected?
Yes _____ No _____ If yes, Seminole County is to receive \$500 or 10% of gate, whichever is greater.
6. Will gate fees be collected?
Yes _____ No _____ If yes, Seminole County is to receive \$500 or 10% of gate, whichever is greater.
7. Do you have proof of insurance with Seminole County listed as additionally insured?
Yes _____ No _____ Proof of insurance naming Seminole County additionally insured is required a minimum of seven days prior to the start of the rental.
8. Any other special request? _____

III. FEES

Field Rentals are \$25/hr from 8am-5pm and \$35/hr 5pm-close. For rentals totaling over \$300, a \$300 non-refundable deposit is due upon rental reservation. Final balance will be due upon agreed terms.
 Deposit is applied to rental balance owed.

Basic tournament/event setup includes: Initial field lining and chalking as well as dragging of infield every 3 games (if needed or time allows). Additional field maintenance such as additional draggings and linings, extra mowing, or unique requests are available (staff permitting) and at additional cost.
 Temporary fence installation will be charged at \$20 per field for setup/tear down.

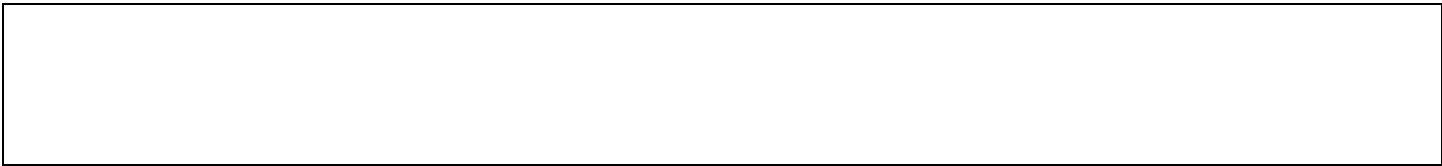
An After Hours Fee of \$40/hr will be assessed if park remains open past normal operating hours (8am-10pm Monday-Friday, 8am-8pm Saturday-Sunday)

*****Please list all field preparation requests below.*****

FACILITIES REQUESTED

FACILITY LOCATION AND AMMENTIES	DATES	TIMES (Please include setup and cleanup time)	NUMBER OF FIELDS (Please identify # of fields)	FIELD MAINTENANCE REQUESTED (ie- additional chalking/lining, fencing, base lengths, lining dimensions)

Additional Details and Maintenance Requested:



Important Notes

Prohibited Activities:

Alcoholic beverages

Firearms, fireworks, or weapons*

Soliciting or loitering

Without permit loud noise, music, and public address systems are prohibited

Profanity or fighting

**Except as Provided Under Chapter 790, Florida Statutes*

General Park Rules

Pets not allowed

Park in designated areas only

Keep your park clean: remove all trash from dugouts and around playing area

Please read and initial that you agree to the following:

_____ In case of inclement weather and/or ThorGuard Lightning Detection System is activated with one long horn, all activities must cease and fields or courts must be cleared immediately and participants should seek shelter. Activity may resume only after three long horn blasts are heard, indicating it is safe to resume play.

_____ Park staff reserves the right to shut down playing fields at anytime due to weather, safety or maintenance concerns. Park staff will have final say as to whether or not playing surface is playable. Resting periods may be taken based on field conditions.

_____ Anchored equipment such as soccer goals, lacrosse goals, bases, tables, etc. may not be moved without prior permission by Park staff.

_____ County food concessionaire has exclusive rights to sell food and drink products during events or tournaments. Coolers are permitted by players and spectators for personal use.

_____ Any outside vendor being utilized must provide a copy of their commercial general liability along with Seminole County named as additionally insured a minimum of seven days prior to the start of the rental.

_____ A Maintenance fee for field prep or setup outside of normal day to day setups may be assessed. Maintenance fees will be determined by Park Supervisor accordingly.

_____ Prior to first usage rental agreement must be signed along with any necessary payments.

_____ Failure to adhere to aforementioned rules may result in termination of rental agreement. The Parks and Recreation Division reserves the right to refuse play or eject any person, team or group.