



New Albany Parks and Recreation
Field Rental Agreement



Billy Herman Ballpark & Anderson Park

RENTAL RATES: PER FIELD PER DAY

Billy Herman Ballpark	\$150
Anderson Park	\$150

Group Name: _____ Event: _____

Renter Name: _____ DOB: _____ Cell Phone: _____

Email Address: _____

Mailing Address: _____

Reservation Fee: (\$75 per field per day) _____ Paid Date: _____

Rental Fee: _____ Due Date: _____ Paid Date: _____

Parks to provide concessions at
 Billy Herman Ballpark: Yes No (if no) Number of Teams: x \$30 =

Concessions Due Date: _____ Concessions Paid Date: _____

A damage/reservation deposit of \$75 per field per day for a total of 50% of the total rental fee must be paid in order to secure the reservation. Reservations will not be accepted without the deposit payment. The deposit amount is non-refundable.

The 50% balance of the rental fee is due 1 week prior to the scheduled event date. If payment is NOT received in full by the due date on this contract, the reservation will be CANCELLED without notice.

Field(s) may be rented from 8am until 10pm. In respect of our neighbors, the lights MUST be turned off by 10pm. Rented fields will be unlocked for warm-up 30 minutes prior to rental time. Fields not used for tournament play may be rented for \$25 per field per day for warm-up. Field maintenance will not be performed on warm-up fields.

A parks department employee will be on duty each morning prior to rental of Billy Herman Ballpark and Anderson Park to ensure the venue is prepared for the day. Renter must have a representative on site at all times to control rules and maintain the venue (i.e. no smoking, no bikes on fields, no pets on fields, no soft tossing into fence, etc.). Park staff on site can be provided for an additional hourly rate.

Renter may utilize and provide concessions at Billy Herman Ballpark for a fee of \$30 per team. Renter may not provide concessions at Anderson Park.

Renter must pick up all trash and debris within the complex: field playing area, dugouts, bleacher area, sidelines, restrooms, and parking lot throughout and at the end of each day. The parks department will furnish trash bags for use throughout the day. Failure to keep complex clear of trash and debris will result in the Renter being billed for clean up at the rate of \$25 per hour (with a minimum charge of \$25) plus the cost of materials to repair any damages incurred.

Renter must encourage teams to use hotels, restaurants and businesses located within the City of New Albany, IN. Contact the Clark – Floyd Counties Convention and Tourism Bureau by phone at 800.552.3842 or 812.280.5566 or by email at tourism@GoSolN.com for recommendations.

PLEASE READ CAREFULLY: I, as group representative and renter, understand that . . .

- Permission to reserve Billy Herman Ballpark and/or Anderson Park will be granted only when the function can be reasonably accommodated by the park system. Such use must not unduly interfere with the rights of the general public and will not present a clear and present danger to public health and safety in the community.
- Any person(s) renting the facility must be 21 years of age or older
- I am responsible for the supervision of my group.
- I am responsible for any damage(s) incurred to the property, and I am responsible for the cleaning and trash/debris pick up within the complex throughout and at the end of each reserved day. I am also responsible for making sure the facility is restored to the state in which it was rented by the end of the reserved time period.
- I must carry insurance and provide proof of said insurance, naming the City of New Albany, IN and the New Albany Parks and Recreation department as co-insured concerning the following:
 - a) Liability coverage for players, spectators, coaches, volunteers, and others in or near the facility.
 - b) Liability and casualty for the premises of the baseball and softball fields, buildings and equipment.
 - <https://www.playnsa.com/Insurance.aspx> (please visit this website to purchase insurance if you are not already covered)
- Any long-term agreement for the use of the facility may be terminated should the circumstances dictate that the facility is needed for programs or requires maintenance. In such situations, notice will be given to the renter of the facility and reasonable accommodations will be made to reschedule your reservation date.
- Vehicles must park within the parking lots at all times.
- No persons shall be allowed to possess, consume, or bring alcoholic beverages into Billy Herman Ballpark and Anderson Park. Smoking is not permitted within the confines of Billy Herman Ballpark or Anderson Park. No drugs, firearms, fireworks, or glass containers are allowed within the park boundaries.
- No persons shall be allowed to ride bicycles or bring pets onto the fields at Billy Herman Ballpark or Anderson Park.
- No persons shall be allowed to hit, throw, or toss balls of any sort into the fencing or at any structure within Billy Herman Ballpark or Anderson Park.
- The Parks department does not assume responsibility for any lost or stolen personal property. Each individual must take reasonable precautions to protect his or her personal property. Please keep all personal property under observation or in a secured area. If you do become a victim of theft, immediately report it to the Police.

***Please Note:** Violations of park rules may result in a group being asked to leave the park property with no refund of the reservation fee.

By signing this contract, I, the undersigned, clearly understand and have received the policies regarding reservations at Billy Herman Ballpark and/or Anderson Park and will be responsible for my group complying with all rules and regulations contained within. I agree to be responsible for taking all reasonable and necessary actions to insure the safety of the persons and property of all participants in the events during the rental period, including but not limited to, employees, participants associates, guests, spectators, and any member of the public in attendance at any of the events being held by my group at the facility. I assume full responsibility for the supervision of my group and agree to defend, indemnify, and to hold harmless the New Albany Parks and Recreation department and the City of New Albany, its owners, agents, servants, and/or employees from all claims for any liability, responsibility, injury, loss, damage or expense, including attorneys' fees, in any way connected with the use of Park property. I understand that use of any Park property is voluntary, and I voluntarily assume and accept personal responsibility for any injury, liability, loss or damage arising from any and all risks, known and unknown, foreseeable and unforeseeable, in any way connected with use of Park property.

The above named group has first rights to the ball field(s) at the park(s) specified above.

Signature

Date

Billy Herman Ballpark
600 Scribner Drive, New Albany, IN 47150

DAY 1 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

FIELD 4 \$ _____

DAY 2 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

FIELD 4 \$ _____

DAY 3 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

FIELD 4 \$ _____

Anderson Park
711 Hildreth Street, New Albany, IN 47150

DAY 1 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

DAY 2 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

DAY 3 DATE _____

TIME OPEN _____

UNTIL _____

FIELD 1 \$ _____

FIELD 2 \$ _____

FIELD 3 \$ _____

*Please read, sign, and return entire form (with deposit in cash or Visa/Mastercard) to:

New Albany Parks and Recreation
 2043 Silver Street
 New Albany, IN 47150

Phone: 812-949-5448
 Fax: 812-949-5449
 Email: parks@cityofnewalbany.com