



OFFICE USE ONLY: Approved or Denied	Total of Rental Fee: _____ Date Rental Fee Paid: _____ Payment method: _____ Staff: _____
Date Deposit Paid: _____ Payment method: _____ Deposit: Returned or Forfeited	Date: _____

Event/Tournament Rental Agreement

Renter's Name: _____ Organization: _____

Phone Number: _____ Email: _____

Address: _____ City/State: _____ Zip: _____

Type of Event: _____ Estimated Number of Participants: _____

Event Date: _____ Start Time: _____ End Time: _____

Please select the location(s) you are reserving:

<input type="checkbox"/> Satilla Fields Wolves Field	<input type="checkbox"/> Satilla Fields Football Field	<input type="checkbox"/> Schlatterville Park Ballfield
<input type="checkbox"/> Satilla Fields Wildcats Field	<input type="checkbox"/> Satilla Fields Soccer Field	<input type="checkbox"/> Schlatterville Park Tennis Courts
<input type="checkbox"/> Satilla Fields Eagles Field	<input type="checkbox"/> Hortense Park	<input type="checkbox"/> Schlatterville Park Basketball Courts
<input type="checkbox"/> Satilla Fields Trojan Field	<input type="checkbox"/> Old Rec Field 1	<input type="checkbox"/> Old Rec Field 2
<input type="checkbox"/> Satilla Fields Practice Field		

Rental Fees - Payment is due prior to the event, to be paid to Brantley County Recreation Department. A \$100.00 Deposit is due at the time of rental. *Deposit will be refunded via check within two weeks of the completed event.* (see policy 1. Payment section a.)	Number of Fields	Cost
Field Rental - \$100.00 per day per field Includes use of field(s), parking area(s), and bathrooms,		
Field Prep - \$100.00 per day per field Includes lining, painting, chalking, and dragging.		
Hourly Light Rental - \$10.00 per hour per field. Includes field lights and bathrooms. The renter must indicate specific hours lights are needed in one (1) hour increments. Lights are turned on/off for the rental designated time only.		
BCRD Staff - \$20 per hour Includes field/facility maintenance.	Number of Hours:	

Concession stands, Score Towers, and Live Streaming are operated by the BCRD employees ONLY. Please select which, if any, you will need. Concession Stand Score Tower Live Streaming

BCRD reserves the right to approve or deny any rental. BCRD reserves the right to cancel any rental in the event of inclement weather or poor field conditions.

Event/Tournament Rental Policy

1. Payment:

- a. A \$100.00 deposit is required to reserve date(s). Deposits will be forfeited for the following reasons:
 - i. The event is canceled by the renter less than 7 days prior to the event.
 - ii. Failure to clean facilities and remove trash after the event.
 - iii. Failure to follow all BCRD field rental rules and Brantley County ordinances.
- b. Payment of the entire Rental Fee is due in full by the business day prior to the scheduled event.

2. Procedure:

- a. A signed and approved field Rental Agreement is required for reservation. Verbal request will not be taken.
- b. Rentals are determined on a first-come first-serve basis.
- c. Reservations are not guaranteed until all necessary paperwork has been completed and the deposit has been paid.
- d. BCRD will provide rental groups a permit to show authorization to use the field(s).
- e. Only the following will be provided by BCRD: Soccer Goals, Pitching Rubbers, Bases, and Goal Posts. All other equipment must be provided by the renter.
- f. A BCRD staff member must be on-site for the entire event.

3. Rules and Regulations:

- a. Use of tents, sunshades, pop-ups, or any other shelter that requires driving spikes for stabilization must be approved by BCRD staff.
- b. No soft toss and hitting against fences,
- c. Any equipment brought to the complex must be removed after the event. BCRD is not responsible for any items left overnight.
- d. Premises must be cleaned and all trash disposed of after the event. Failure to clean up all trash will result in forfeiture of the deposit.
- e. Tables, chairs, and all other county property shall not be removed from the facility.
- f. All facilities shall be cleaned prior to vacating premises.
- g. Field use is limited to the specified times as noted on the rental agreement, preparation and clean-up time should be included in the requested hours.
- h. Vehicles are ONLY permitted in parking areas.
- i. BCRD reserves the right to cancel any event or to restrict access to the field due to an emergency, severe weather, vandalism, poor playing conditions, or damage that could cause safety issues.
- j. Soccer goals should be moved by BCRD staff only.
- k. Violation of any rule or regulation that governs the BCRD programs and facilities will be cause for forfeiture of deposit and barring such individual or organization from any future reservation of any county facility and for the immediate termination of the facility use permit issued pursuant to this application.
- l. The individual or organization requesting the facility will be responsible for any damage or violation of these rules and regulations.

4. Lighting Policy and Procedure

- a. User groups should immediately leave the field and suspend all outdoor activities if lighting is observed or weather siren is heard. Everyone should immediately seek shelter in a building or automobile and remain sheltered until twenty (20) minutes after the last sign of lighting or weather siren alerts all clear.

I, personally and as the agent for the requesting organization, hereby covenant and agree to release, acquit, and forever discharge BRANTLEY COUNTY BOARD OF COMMISSIONERS, ITS OFFICERS, AGENTS, EMPLOYEES, and the BRANTLEY COUNTY RECREATION BOARD from any and all actions, cause of actions, claims or demands for damages, cost, expenses, compensation, consequential damage, or any other claim resulting or to result from an occurrence or accident, including bodily or personal injury, that happened during the use of the facility. Furthermore, to the fullest extent permitted by law, the applicant shall indemnify and hold discharge BRANTLEY COUNTY BOARD OF COMMISSIONERS, ITS OFFICERS, AGENTS, EMPLOYEES, and the BRANTLEY COUNTY RECREATION BOARD from and against claims, damages, losses, and expenses arising out of resulting from my acts or omissions and those of the participants using the facility in accordance with my permit, whole or in part, while using the facility. This indemnity shall not apply to acts of omission caused by the lone, sole, negligence, or misconduct of any person seeking indemnity. I have read and fully understand this application and will obey the above rules and regulations.

Signature of Renter: _____

Date: _____