



Riverdale City
Field Rental Agreement

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ WK/Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_

- Classification of Renter:
[ ] Non-Riverdale Resident
[ ] Non-Profit Organization
[ ] For-Profit Organization

- Park Rental:
[ ] Golden Spike East

Date of Rental: \_\_\_\_\_

Time of Rental: From \_\_\_\_\_ To \_\_\_\_\_ # of Games: \_\_\_\_\_

Field Rental Fee: \$ \_\_\_\_\_ Prep of Fields: \$ \_\_\_\_\_

Security Deposit: \$ \_\_\_\_\_ Scoreboard Fee: \$ \_\_\_\_\_

Supervisor Fee: \$ \_\_\_\_\_ TOTAL FEE: \$ \_\_\_\_\_

Renter Signature

City Employee Signature

FEES

- Non-Riverdale Resident .....\$25.00 1st game/\$20.00 per each additional game (same day use)
Non-Profit .....\$20.00 1st game/\$15 per each additional game (same day use)
For-Profit.....\$25.00 1st game/\$20.00 per each additional game (same day use)

- Prep of fields.....\$30.00 one time prep
Security Deposit.....\$100.00
Scoreboard .....\$10.00 per field per day
Supervisor .....\$20.00 per hour

To be filled out by Riverdale City only

Date Paid: \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Deposit Return Approved: [ ] Yes [ ] No Date Deposit Return Approved: \_\_\_\_\_

City Employee Signature

Date



## Riverdale City Field Rental Policies

---

1. All rentals must be scheduled through the recreation department at the Community Center.
2. Fields must be rented and scheduled a minimum of 10 days in advance of desired use.
3. Field rental will not be officially scheduled until all fees are paid and rental agreement signed.
4. A \$100 security deposit is required on each rental. Any damage done to the facility, including costs of clean up and garbage removal will be subtracted from the security deposit. Security deposit may also be retained in the event that the contract is not adhered to.
5. If costs to clean and/or repair the facility exceed the amount of the deposit, the renter shall be responsible for additional costs. If the renter fails to pay the additional costs, as requested by the City staff, the renter shall be responsible for all collection costs and/or attorney's fees.
6. Renter must provide proof of a minimum of \$1,000,000.00 liability insurance policy for each rental.
7. All City sponsored programs and events take priority over outside rentals.
8. In case of inclement weather, Riverdale City may cancel rental dates and agreement. No fields will be allowed to be played upon that are not in playable condition. A determination is at the sole discretion of Riverdale City as to the rescheduling of field, or money refunded.
9. The City may refuse rental to anyone. Reasons may include, but are not limited to: non-payment, abuse of facilities, sportsmanship issues, lack of supervision, disregarding policy.
10. Alcoholic beverages, drugs and smoking are prohibited at all Park facilities.
11. Field sizes are set and not negotiable. Renter or participants are not allowed to move base distances, pitching rubbers, etc. No painting, dragging, mechanical machines or altering of the fields will be allowed.
12. No driving of any vehicle on the grass or walking path.