

City of Stockton Community Services Department 2017 Softball Tournament Reservation Application

Tournament Facilities

The Community Services Department reserves the right to secure any dates and fields for a City or City sponsored program as well as to close any field, at any time, for maintenance purposes or poor field conditions.

Louis Park Softball Complex: Four diamonds fenced; concession stand, P.A. systems, and restrooms. Seating capacity on all diamonds is 1,000. Fences are set at 250 feet from home plate. Night lighting, and skinned infields. User may charge admission. Electronic scoreboards are available.

McNair High School, Softball Complex: Four diamonds fenced; concession stand, and restrooms. Seating capacity on all diamonds is 1,000. Fences are set 260 feet from home plate. Facility has night lighting and dirt infield. Portable scoreboards are available. User may charge admission.

Community Services Department Field Reservation Office – Van Buskirk Community Center

734 Houston Avenue
Stockton, CA 95206
(209) 937-5544 or (209) 937-8264
brandt.evans@stocktonca.gov



Community Services Department www.stocktongov.com
Creating community through people, parks and programs



2017 SOFTBALL TOURNAMENT APPLICATION

Tournament application and \$100 non-refundable Tournament application fee must be submitted by the due dates listed below for First Priority, Priority Two or Priority Three reservations, for each facility requested.

Tournament applications submitted after draft meeting must be submitted a minimum of 30 days in advance of date requested, and must include non-refundable \$100 Tournament application fee.

Tournament application fee will be applied to tournament fees. Cancellation of tournament for any reason other than rain, will incur applicable cancellation fees and priority status will be revoked.

Subleases or trades with other teams or organizations are not allowed.

Tournament confirmation letters will be mailed by January 15, 2017.

First Priority Tournaments

To reserve the same dates and locations as previous year, complete ALL the following requirements: (*LATE First Priority applications will not be accepted*).

1. First Priority due date: **Thursday, December 1, 2016 before 6 p.m.:** tournament application and non-refundable \$100 deposit for each tournament and facility requested. (I.E., Request Louis and McNair is two requests = \$200.00)
2. Account must be paid in full. Failure to pay fees will result in loss of priority status.
3. Priority will be for the same weekend as 2016 tournament date. If tournament canceled for any reason other than rain, First Priority rights are forfeited for that date in 2017.

Priority Two Tournaments

Priority Two will be available through a draft and meeting: **Thursday, December 8, 2016 at 6:00 p.m. at the Field Reservation Office, Van Buskirk Community Center, 734 Houston Ave.**

1. Tournament application and non-refundable \$100 deposit is due at draft for each Priority Two tournament, for each facility requested.
2. Those seeking new tournament dates are allowed up to five tournaments total at the Priority Two draft. If you currently have more than five tournament dates, you are not eligible for the Priority Two draft dates but will be eligible for the Priority Three draft.

Priority Three Tournaments

All remaining dates will be drafted immediately following Priority Two draft.

1. Tournament application and non-refundable \$100 deposit is due at draft for each Priority Three tournament, for each facility requested.

All Tournament applications submitted after draft meeting must be submitted a minimum of 30 days in advance of date requested, and must include non-refundable \$100 deposit.

LIABILITY / INSURANCE (*Sample may be provided*)

The Community Services Department will accept applications from one representative per policy. All transactions pertaining to an insurance policy will be handled by one representative. If an organization is covering several teams under their policy, these teams must be named on the policy. A Certificate accompanied by an additional insured endorsement in the amount of \$1,000,000 general liability is required for all reservations and tournaments. The applicant will be responsible for any and all damage to the City's premises, equipment, and property. If after an activity, additional janitorial maintenance is required (in excess of normal cleaning services/time), the applicant will be charged accordingly. The applicant will be held responsible for all actions, behavior, and damages caused by

his/her guests/attendees. The City has the right to revoke any permit(s) issued to the group for inappropriate behavior or activities associated with the group's use of the field.

The City of Stockton requires compliance with the following conditions:

- Provide tournament bracket/ game schedule by the Wednesday prior to tournament to the Field Reservation Office.
- Softball used for any slow pitch tournament may not exceed a .44 core rating.
- Scoring area must be left neat and clean after each use.
- No food, beverages, or containers are allowed in facilities that include a City-contracted concession.
- Tournament Director must provide staff to monitor entry areas to keep alcohol, etc., out of the facility.
- Tournament Director is responsible for provision of adequate crowd control.
- Tournament Director may not be a participant in tournament, due to required responsibilities.
- Umpires MUST be certified ASA and follow ASA rules, including NO JEWELRY RULE.

The City of Stockton will provide the following services for tournament rentals:

- Concession stand will be open and closed according to game schedule.
- Bases will be available for use. Public address system and scoreboard are available for rent at Louis Park.
- Office space at Louis Park is provided for city staff, umpires and identified scorekeepers only.
- Staff will open, close, supervise facility, maintain restrooms and trash cans.
- Staff will NOT maintain fields, score, umpire, control crowd, take admission, or watch equipment.
- **Staff will NOT prep any fields, before or during tournament. See General Rules below for more information.**

The City of Stockton Community Services Department is not responsible for damage to cars, theft, or loss of equipment.

GENERAL RULES AND REGULATIONS

The Community Services Director or authorized representative retains the right to set rules and regulations for safe and reasonable use of parks. The City of Stockton staff shall regulate or prohibit such activity or use, which in his/her judgment is determined to be of a hazardous nature or dangerous or damaging to property or not in the best interests of the citizens of the City of Stockton.

Tournament Directors must schedule their own field prep crew:

- Renter improvements to fields will be considered a donation and will not result in fee reduction.
- Renter is required to remove trash from park at the end of each days use. City may require renter to provide dumpster for excessive trash. Clean up Fee will be charged if trash is not removed.
- Misuse of the field, failure to conform to field regulations, or any other Federal, State or Local law, regulation, or ordinance shall result in termination of contract.
- Renters may only use fields designated on contract, and only at designated times.
- Contracts/reservations cannot be transferred, assigned, or sublet.
- Vendors selling food or other items may be subject to an additional fee for the right to conduct sales on public property. Vendors must adhere to all State, County, and City health requirements. Sales of any kind must be approved in writing by the Director of Community Services Department at least 90 days prior to use. The City requires a percentage of gross sales.
- No amplified sound is permitted in any park without a permit.
- The following are not allowed in any City of Stockton park: gambling, alcohol (not allowed at designated parks), portable lights, portable barbecues, use of any chemicals on the field or turf, decorations may not be tied, stapled, etc. to plants or structures.
- No vehicles are to be driven on park property. Any vehicles on park property may be cited and towed.
- No advertising shall be exhibited without written permission from Community Services Director.

2017 City of Stockton Softball Tournament Fee Schedule

Fees are due 7 days prior to tournament date.

Additional fees may be applied following tournament for damages, cleanup, material use, or other charges, due 10 days following event or prior to next scheduled event whichever is less. Future events will not be held until prior balance is paid.

Tournament Rental	Fee
(Louis Park and McNair Softball Complex)	
Tournament Field Rental ½ day (12 games or fewer)	\$400 per field per half day
Tournament Field Rental Full Day (13 games or more)	\$800.00
Cleanup Fee per Tournament per hour	\$85.00 per hr
Electronic Scoreboard, Louis Park Only (min 4 games) per Tournament Fee	\$107.00
Tournament Application Fee	\$100.00
Tournament Cancellation Fee (Prior to 60 days from date of tournament)	\$100.00
(Within 60 days from date of tournament)	\$300.00

CANCELLATIONS / CHANGES/ REFUNDS

For Cancellations: written notification, or confirmed email is required prior to the event less cancellation fee: \$100.00/ \$300.00. All deposits/payments will be forfeited if written notice or email is not submitted to: Community Services Field Reservation Office, 734 Houston Ave.

For Changes: Changes must be submitted in writing or by email to be eligible for credit or refund: Rain cancellations must be submitted no later than 5 business days after rain out date. Changes to contract must be submitted no less than 5 business days prior to the date(s) to be modified.

Email: brandt.evans@stocktonca.gov

The City of Stockton reserves the right to cancel use of facilities and/or equipment when deemed necessary. In such cases, the City will provide a full refund or credit of all fees and deposits, and every effort will be made to notify renter at the earliest possible date.

CITY OF STOCKTON FIELD USE APPLICATION

Community Services Department, Field Reservation Office
734 Houston Ave., Stockton, CA 95206

www.stocktongov.com

(209) 937-8264 or (209) 937-5544



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A \$32.00 application fee (long/short term field use) or \$100 application fee (Tournament use) must accompany completed application to be considered. Application fee will be applied to rental if approved, 50% of the contract total will be due prior to contract start date. **One application and fee must be submitted for each facility requested.**

Circle One: **TOURNAMENT** **LONG TERM FIELD USE** **SHORT TERM USE (4 dates or less)**

League/Group Name: _____
 Organization Name: _____ E-mail address: _____
 Primary Contact: _____ Primary Phone #: _____
 Address: _____ Alternate Phone #: _____
 City/State/Zip Code: _____ Primary Phone #: _____
 Sport: _____ Attendance: Total: _____ Adults: _____ Youth (under 18): _____

1st choice: _____
 Park Requested: _____ Area Requested: _____
 Date(s) of Use _____ How many fields will be needed? _____
 Time of Use _____ Additional Needs: _____

2nd choice: _____
 Park Requested: _____ Area Requested: _____
 Date(s) of Use _____ How many fields will be needed? _____
 Time of Use _____ Additional Needs: _____

CLASSIFICATION INFORMATION

Please answer all questions.

Non-Profit Organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide tax ID#: _____
Fund-raising Event?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will items be sold? <input type="checkbox"/> Yes <input type="checkbox"/> No
Will alcohol be served?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will a fee be charged? <input type="checkbox"/> Yes <input type="checkbox"/> No
Event open to public?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Additional services needed? _____
Will amplified sound be used?	<input type="checkbox"/> Yes <input type="checkbox"/> No	I have read the Field Use Policies <input type="checkbox"/> Yes <input type="checkbox"/> No

HOLD HARMLESS AGREEMENT

I understand and agree to abide by the operation rules as set down by the Stockton Parks and Recreation Commission. I further agree to hold the Stockton Parks and Recreation Commission, its members, its officers and operation committees thereof, the City of Stockton, County of San Joaquin; Stockton, Lincoln, Lodi and Manteca Unified School Districts, San Joaquin Delta College, and the staff and other participants, free and harmless from any and all liability whatsoever arising from my participation in this activity. My signature authorizes the City of Stockton, Parks and Recreation Director to use a photograph or similar likeness or image of myself or the child named on this form in any future advertisement or promotion of the City of Stockton Community Services Department.

Signature of Authorized Representative: _____ Date _____

FOR OFFICE USE ONLY:

Application: Approved Declined By: _____ Reason: _____ Date: _____
 Application Fee: \$ _____ Receipt #: _____ Date: _____
 Total Rental Fees: \$ _____ Receipt #: _____ Date: _____