



***Douglas-Coffee County Parks & Recreation Department
Athletic Facility Rules & Regulations***

1. No person attending a general function will be allowed to possess any firearms, knives, or other weapon while present on the property. The only exception is that if the nature of the event is for consumer trade, sell, and collectible show or sporting event related to weapons. Events of this nature can only be held in City of Douglas facilities if the adequate security is required and that weapons are properly secured prior to entering event.
2. Park Maintenance Staff will mark fields for the first game of all baseball/softball tournaments.
3. All entrances must be open to the public. Lessee is responsible for all damage to rented facility.
4. A Deposit of \$200 for Huckaby, Middle School Complex, Soccer Field and Miracle Field must be paid upon making the reservation. A Deposit of \$300 must be paid upon making reservation for Premier Sports Complex. Rental fees must be paid in full two (2) weeks prior to contracted date for all Baseball/Softball Tournaments. If not paid in full, fields will not be marked and deposit will be forfeited. Deposit will be returned only after satisfactory inspection of facility is completed by the Field Supervisor, Facility Coordinator or Director of Recreation.
5. Athletic facility use for any political rally or other political purposes shall require full disclosure of activity and must be in compliance with other City ordinances governing political events.
6. Religious programs and performing arts of religious nature may be allowed upon written request and description of event, 30 days in advance, to Douglas-Coffee County Parks & Recreation Director. If request is denied, a full refund will be issued.
7. No motorized vehicles may be parked in ball field areas. No bicycles, skateboards, skates, rollerblade, or scooters. All parking for vehicles will be in parking lot or on side of roads.
8. For any long term, self-insured or other private groups wanting to lease a facility for an extended period or multiple dates, fees shall be negotiated with Douglas-Coffee County Parks & Recreation Director. Fees will include maintenance of facility, utility cost, supervision and preparation of facility.
9. DCCPRD reserves the right to all concession sales.
10. The Lessee will be responsible for compensating a Field/Gym Supervisor, approved by the Recreation Director, for overseeing the facility. The fee for the Field Supervisor will be **\$25.00 per hour** and shall be paid, accordingly, at the end of the tournament by the Lessee. The Field Supervisor is responsible for cleaning bathrooms, trash, lights and locking up the facility.
11. No scoreboards will be available for baseball/softball tournaments.
12. **PAYMENT** - User agrees to pay for the use of the Athletic Fields, no later than two weeks prior to event, as stated in the fee schedule attached. **Deposit must be paid before Facility is booked.** Events must be canceled within 48 hours or deposit will be forfeited. If you cancel the day of your event you will lose your Deposit and half of Rental Fee.

13. SECURITY - User will agree to pay an hourly rate of **\$36.00 per officer** for City of Douglas Police Officer or Coffee County Sheriff Deputy. The City of Douglas reserves the right to increase security if deemed necessary. User consents to allowing security to patrol the parking lot and building during any function. User understands and agrees that if any approved City Official observes inappropriate activities that they have the authority to remove any or all of the user's party from the premises and secure the facility and grounds. User will ask any unwanted persons at function to leave immediately. Large group activities must have one (1) security officer per 50 people. Exceptions must be approved in advance by the Facility Supervisor or the Recreation Director. Events where alcohol is served the Lessee must have one (1) security officer per fifty (50) people. All fees for the security officer are the responsibility of the lessee and must be paid in advance.

14. TICKETED/SALES EVENTS – Any person or business selling tickets, charging entry fees, admissions or selling merchandise in a City of Douglas Facility must have a business license and \$1,000,000.00 liability insurance naming the City of Douglas as an additional insured before the contract can be finalized. A copy of the business license and liability insurance must be attached to the facility contract. A Special Event permit may be required.

15. Reservations must be made by an adult (age 18 or older) with proper picture I.D.

ATHLETIC FACILITY	FEES ARE PER EVENT
<i>HUCKABY SOFTBALL CCOMPLEX MIDDLE SCHOOL COMPLEX PREMIER SPORTS COMPLEX</i>	<i>LIGHTS FOR ALL ATHLETIC FACILITIES ARE \$20.00 PER HOUR PER FIELD</i>
Deposit (Premier Sports Complex)	\$300.00
Deposit	\$200.00
Field Rental (Per Field)	\$100.00
<i>TRAVEL TEAMS Practice (2x weekly/ 2hrs) January-July & July-December</i>	\$300.00 Without Lights \$340.00 With Lights
<i>TENNIS COURTS</i>	
Deposit	\$100.00
Court Rental	\$ 75.00
<i>UNITY BASEBALL FIELDS</i>	
Deposit	\$100.00
Field Rental	\$ 75.00
<i>SOCCER FIELD</i>	
Deposit	\$200.00
Field Rental	\$100.00
<i>MIRACLE FIELD (No Metal Cleats)</i>	
Deposit	\$200.00
Field Rental	\$100.00
*Paint Soccer/Football Fields	\$50.00 Per Field
*Paint Baseball/Softball Fields	\$20.00 Per Field

All Tournament Hosts Must Have \$1,000,000 in Liability Insurance Naming the City of Douglas As An Additional Insured



DCCPRD ATHLETIC FACILITY AGREEMENT

Contract Date _____ Event Date _____

Name _____ Organization _____

Address _____ City: _____ State: _____ Zip: _____

Work/Cell Phone: _____ Home Phone: _____

Fax: _____ Email: _____

Setup Time: _____ Beginning Time: _____ Ending Time: _____

<input type="checkbox"/> Huckaby Softball Complex _____ Fields <input type="checkbox"/> Tennis Courts <input type="checkbox"/> Middle School Complex _____ Fields <input type="checkbox"/> Soccer Field <input type="checkbox"/> Premier Sports Complex _____ Fields <input type="checkbox"/> Miracle Field <input type="checkbox"/> Field Supervisor (\$25 per hour) <input type="checkbox"/> Security Required (\$36 per hour)	<input type="checkbox"/> Travel Teams (Per Season) 2 hrs. _____ Unity Park _____ Greg Walker _____ Premier Sports Complex <input type="checkbox"/> Unity Exchange Baseball Field <input type="checkbox"/> Unity Jaycee Baseball Field <input type="checkbox"/> Unity Elks Baseball Field <input type="checkbox"/> Lights: #Fields X _____ Hours (\$20 per field per hour)
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DEPOSIT	\$ _____	Date Paid: _____
RENTAL	\$ _____	Date Paid: _____
LIGHTS	\$ _____	Date Paid: _____
OTHER CHARGES:	\$ _____	Date Paid: _____

CONTRACT TOTAL \$ _____

USER SIGNATURE: _____ DATE: _____

APPROVED BY: _____ DATE: _____

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DEPOSIT REFUNDED: _____ Approved by: _____

LESSEE SIGNATURE: _____ Date: _____