

OCONTO PARKS & RECREATION

ATHLETIC FIELDS RENTAL AGREEMENT FORM

Oconto Park & Recreation Department
1210 Main St., Oconto, Wisconsin 54153
Phone (920) 834-7706; Fax (920) 834-7713

RENTER'S/EVENT SPONSOR'S NAME: _____

PHONE #: _____ Email: _____

MAILING ADDRESS: _____

FIELDS RENTED: _____ SEC. DEP. PAID: _____

DATE RENTED: _____ FEE PAID: _____

By signing below I understand and agree to abide with the Rules/Regulations for the use of athletic fields.

Signature

Date

ATHLETIC FIELD CHARGES (All Charges are per day)

Athletic Field	\$10 per field	Field Dragged	\$10 per field
With Lights	\$35	Field Chalked	\$5 per field
		Field Painted	\$35 per field
		(soccer/football/rugby)	

Weekend Tournament: Friday, Saturday, Sunday (All Charges are per weekend) \$50 Refundable Deposit

Top 3 Athletic Fields	\$100	All 6 Athletic Fields	\$150
With Lights	\$150	With Lights	\$175
Lower 3 Athletic Fields	\$75		

Weekend Tournament:

- The Park and Recreation Department will prep all fields needed the Friday before the event (no charge).
- The department will provide a drag to prep infields for the weekend. The event sponsor MUST provide it's own means to pull drag.
- The department will provide a hose and nozzle to water top three infields if needed.
- The department will also provide chalker and chalk to line diamonds (there will be a \$5.00 per bag charge for any open bag of chalk).

OCONTO PARK AND RECREATION DEPARTMENT RESERVES THE RIGHT TO RESCHEDULE ATHLETIC FIELDS A IN THE EVENT OF HOLTWOOD SPORTING COMPLEX BEING RENTED TO HOLD A WEEKEND TOURNAMENT.

Please take this Field contract with you to the Field the day of your event to show you have rented the Field. If you encounter any problems with someone occupying the Field, or have a major problem with your Field that would require immediate attention, contact 373-4714 or police 834-7700 for assistance.

Security deposit will be returned if the rules/regulation for use of shelter/pavilions are met.

RULES/REGUALTIONS FOR USE OF SHELTERS/PAVILIONS

1. **BEFORE USE:** Report or log anything wrong with fields before using and return it to the Park and Recreation Director's office.
2. **PARKING:** Do not drive or park on the grass. Please park in nearest parking lot.
3. **CLEAN UP:** The renter must leave the park and associated facilities/restrooms/grounds in a clean condition. If additional clean up is required as a result of a rental or event, the clean up cost will be charged to the renter/event sponsor (non-refunded security deposit). Please make sure lights are turned off. Lock and secure buildings. Please pick up all garbage/paper outside the field. **Cleaning up the next day will not be allowed.**
4. **FIELD MAINTENANCE:** After your last scheduled game please remember to drag the fields and rake around home plate, pitchers mound and bases. This helps with the overall maintenance of the field and preventing big holes for future renters.
5. **FIELD LIGHTS:** Please determine whether or not you will need field lights, if needed a staff member will be happy to come and turn them on around dusk and also turn them off after your last scheduled game. Please state when your last night game is scheduled. Thank you.
Last scheduled game: _____
6. **ELECTRICAL POWER:** If the power does not work press the reset button on the outlet, if it still does not work check the breaker box and reset the power for that fuse. If problems still occur please call 373-4714 and ask for Kale Proksch, Park & Rec. Director. **Note: Please be aware of how many devices your party is plugging in. Blowing fuses are known to happen and the Park and Rec. is not responsible for any damages or loses that might occur.**
7. **ALCOHOL BEVERAGES:** Do you intend on SELLING malt beverages or alcohol?
_____ Yes _____ No
Sale of alcohol beverages requires a temporary Special Class B License, which must be applied for at least 30 days prior to the date of the event and application be approved by the Common Council.
8. **TENTS:** Do you intend to put up a tent or other temporary structure?
_____ Yes _____ No
If yes, you must contact Diggers Hotline at 1-800-242-8511. Rentals may install one additional tent no larger than 30x30 and the tent must be installed within a 50' radius of the field you have rented. Tents or other structures must be taken down the same day/night, unless you get approval before hand by the Park and Recreation Director.
9. **DAMAGES/NOISE:** The renter/event sponsor will be charged for any damages or missing equipment. Please also be considerate to others when playing music or other types of entertainment during the event.
10. **CLOSING:** All City Parks close at 10:00 p.m. If you need to extend the park closing time for Holtwood Sporting Complex you MUST have prior approval from the Park Board.
11. **FEES/SECURITY DEPOSIT:** The reservation fees including security deposit are non-refundable if there is a cancellation and are non-transferable.

THANK YOU FOR YOUR COOPERATION ENJOY YOUR EVENT!
CITY OF OCONTO PARK AND RECREATION DEPARTMENT