

*City of Claremont***OPENING DAY SPECIAL EVENT TOURNAMENT & POLICY
FOR SPORTS GROUPS****1. A Special Park Permit:**

A special park permit for any Opening Day event (or one time event) must be submitted 12 weeks in advance to the Human Services Department.

2. Special Event Insurance:

Each league shall obtain special event Insurance (either through their own carrier or through the City of Claremont).

3. Schedule of Events:

Each league shall provide a schedule of the day's events to the Human Services Department.

4. P.A. System:

Any request to use a P.A. system shall be approved prior to its use, and submitted in writing its intent and length of time the P. A. system is to be used.

5. Restroom Accommodations:

Additional restroom accommodations may be required and addressing maintenance of park restrooms during opening day or tournaments..

6. Trash containers:

Each league shall arrange for additional trash containers and schedule removal of the trash containers.

7. Outdoor Vending:

Outdoor vending of food must be approved 12 weeks in advance and meet L.A. County Health and safety standards for outside vending of food.

8. Attractions:

Any type of attraction must be approved in advance by the Human Services Department. Some items may require approval by the Human Services Commission.

9. Electrical Sources:

Use of electrical sources above normal facility use must be approved by the Human Services Department.

10. Alcohol Use:

City of Claremont code Title 11 section 11.04.010 regarding no alcohol use in city parks will be enforced.

Tournaments**11. Tournament application:**

Each league will be required to submit a special application for tournaments weeks in advance.

12. 51% Of Resident Players:

Submitted application must meet the 51% requirement of resident players. If the filed application does not meet the 51% standard, a field use fee will be applied.



THE CITY CLAREMONT
HUMAN SERVICES DEPARTMENT
SPORTS DIVISION

OPENING DAY EVENT/TOURNAMENT USE AGREEMENT

Name of park _____ League or Organization _____

Name of representative(s) _____ Age of Group usage _____

Address _____
Street City Zip

Phone number residence: _____ Business: _____ Pager: _____

Reservation date (s) from: _____ to _____ Season date _____ to _____

Reservation Weekday Times From:

Monday Tuesday Wednesday Thursday Friday
Time: _____ to _____ to _____ to _____ to _____

Reservation Weekend Times From:

Saturday Sunday
Time: _____ to _____ to _____

Field (s) requested: _____

Purpose of use: _____

Facilities approval subject to conditions listed below:

- 1. NO ALCOHOLIC BEVERAGES 4. Attendant on duty? Yes/No 7. Outdoor vending of food? Yes/No
2. Must do own clean up 5. Is public invited? Yes/No 8. _____
3. Use of own equipment 6. Will admission be charged? Yes/No If Yes, proceeds go to _____

I hereby certify that I am authorized by said organization and said organization shall be responsible for any damage on behalf of their group/organization sustained by this use of City of Claremont Facilities. I further agree to abide and enforce the rules, regulations and policies of the City of Claremont governing the use of Human Services premises and facilities and to pay all charges listed hereon upon demand. Said organization shall further agree to hold harmless the City of Claremont and all its agents for any damages, costs, injuries or suffering which members of said organization or I might sustain from using the facilities or services.

Signature of responsible adult

Date

FOR CITY USE ONLY PLEASE DO NOT WRITE BELOW THIS LINE

Application approved: _____ Application denied: _____ Classification: _____

Field (s)/Court (s) Allocated: _____

Comments _____

Claremont resident? Yes ___ No ___ Key Issued ___ INSURANCE LIABILITY ___

Security/Key deposit \$ _____ Date deposit given _____ Key returned date _____

Staff fee \$ _____ @ _____ hours = \$ _____ Total Due \$ _____

Lighting fee \$ _____ @ _____ hours = \$ _____ Total Due \$ _____

Field use fee \$ _____ @ _____ hours = \$ _____ Total Due \$ _____

Less Deposit \$ _____ Date deposit given _____

Total Due \$ _____

Field use form will not be approved until all fees and paper work have been received.

Approved by _____

Date _____