



Athletic Field Rental Application

City of Davis
Parks and Community Services
23 Russell Boulevard, Davis, CA 95616
registration@cityofdavis.org

Primary Contact Name: _____ Application Date: _____

Organization Name (if applicable): _____

Address: _____ City/Zip: _____

Phone(home/cell): _____ E-mail Address: _____

Additional Contact Name: _____ Add'l Contact: Phone: _____

Deposit Refund: ☐ Credit Card ☐ Check, payable to: _____

Liability Insurance (required for all field reservations): ☐ Obtain on Own ☐ Purchase via City

Check Applicable Boxes: ☐ Resident ☐ Non-Resident ☐ Fundraiser

Community Group (complete a Community Group Self Determination form) Non-Profit/Number: _____

Location & Fields Requested: _____

Description of Planned Activities: _____

Date(s): _____ Time(s): _____

Alcoholic Beverages Sold/Served?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis PD for information on license requirements (530 747-5400). Requires liquor liability insurance.
Band, DJ, or Amplified Sound?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis PD for information on permit requirements
Field Lights? (Night use only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Schedule 14 days prior to event – Unscheduled use charged 1.5x hourly rate Only available at Playfields, Civic and Community Lit.
Tournament or large non-athletics event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Submit event summary – sound, electrical needs, etc. A Special Use Application may be required.
Permit to Drive on Field needed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Available for additional fee - Required for all vehicle use in fields

Applicant/Renter/Lessee hereby voluntarily releases and forever discharges the City of Davis, its agents, officials, employees and volunteers from any and all liability, claims, demands, losses and expenses, actions or rights of action which arise out of, or are in any way related to, or connected with, my participation in this activity, or my use and/or rental of city equipment and/or facilities described herein including specifically, but not limited to, any and all injury, death, illness or disease, and damage to myself or to my property, or to property which is under my control. I further agree, promise and covenant to hold harmless, defend and indemnify the City of Davis, its agents, officials, employees and volunteers from all defense costs, including attorney's fees, or from any other costs incurred in connection with claims for bodily injury or property damage caused in whole or in part by any negligent act or omission of the applicant/renter/lessee, anyone directly or indirectly representing and/or employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the city.

I agree that the City of Davis may add conditions to a reservation and/or rental. I further agree to the rules on both sides of this application as well as the House Rules, Rental Packet and any supplemental rental handouts.

I further agree, covenant and promise not to sue, assert or otherwise maintain or assert any claim against the City of Davis, its agents, officials, employees and volunteers for any injury, death, illness or disease or damage to myself or to my property, or to property, including city property which is under my control, arising from or connected with my use and/or rental of city equipment facilities or from any claim asserted against me by any other person.

My signature below verifies I have read, I understand, and I will comply with all associated fees, the information on this application, information contained on the reverse side and any supplemental rules and regulations. I also understand that if I change my rental, fees may change or additional fees may be charged and I am responsible for those fees.

Signature of Group Representative: _____ Date: _____

General Information

1. All athletic field rentals require General Liability and an additional endorsement naming the City of Davis, its agents, directors, and employees as additional insured on the policy. Events/rentals that include the consumption of alcohol must include Liquor Liability coverage. The City is not responsible for damage or claims for personal injury or death or claims for damage or loss of property incurred in any city park. The minimum limits per occurrence: \$2,000,000.
 - The certificate holder box & the endorsement page must include the following information:
City of Davis, its agents, directors, employees and volunteers
23 Russell Boulevard, Davis, CA 95616
 - Insurance must be submitted a minimum of 14 days prior to the rental event.
 - Rentals are considered tentative until insurance meeting all criteria has been received by the City.
2. An athletic field reservation is valid only for the date, time, and location specified on the reservation receipt. The City of Davis does not post reservation notices at park or field locations. Please have a copy of your reservation receipt with you at all times throughout the duration of your reservation. Should a conflict arise with another facility user, your reservation receipt should City of Davis – Parks and Community Services 23 Russell Boulevard, Davis, CA 95616 (530) 757-5626 (option 2) TDD (530) 757-5666 Fax (530) 758-0204 www.cityofdavis.org registration@cityofdavis.org Revised: May 2021 Page 2 of 4 be used to verify your scheduled reservation to the other facility user. If the conflict cannot be resolved with your reservation receipt, call the Parks and Community Services office at (530) 757-5626 (option 2) during regular business hours, or if after hours or on weekends, call the Police Department at (530) 747-5400.
3. Athletic Field reservations must be made a minimum of 14 days in advance to ensure a reservation, and a deposit is required to guarantee the reservation date. An hourly or daily fee is charged, plus a refundable cleaning/damage deposit. (Fields that require lights will not be guaranteed if reserved less than 14 days prior to the reservation date)
4. Arroyo, Mace, Sandy Motley, Playfields, Community, Civic, and Walnut are the only parks with athletic fields which may be reserved on weekdays.
5. Field preps are required at Playfields and are done only by City of Davis staff.
6. If a group reserves an athletic field and anticipates the attendance at the event to exceed the capacity of the existing restroom facilities, then the group must provide additional portable restroom facilities at their own expense. Two portable chemical toilets are required for up to every 250 people in attendance, one of which must be accessible for persons with disabilities. The applicant must arrange for and pay all rental costs associated with the delivery, set up and removal of the portable restrooms.
7. If groups exceed the recommended capacity for a specific area or include multiple athletic field locations, arrangements can sometimes be made to accommodate the group with special conditions. Groups may be required to submit a Special Use application, provide additional security, lighting, trash bins, and additional permits, etc.
8. All athletic field users must adhere to City ordinances applying to parks and recreation facilities and areas.
9. Individuals or organizations granted use of an athletic field will be held responsible for any loss or damage caused by such use.
10. Applicants/renters certify, on behalf of the organization applying to rent the facility that the organization will not discriminate on the basis of race, national origin, religion, sex, age, handicap, or sexual orientation with respect to attendance at the function to be held in City facilities in accordance with Resolution No. 5259 and Ordinance No. 1359.
11. The City Council has approved the following policies related to for-profit activities in the fields and parks: • Profit making activities in the parks except fund-raisers sponsored and organized by non-profit groups are prohibited. • Farmer's Market is governed by a separate City ordinance. • Flea markets and commercial vehicles selling food or other merchandise are prohibited. • Circuses or other events that utilize large mechanical equipment are prohibited. • Fun Runs or organized running events sponsored by a commercial entity are permitted. The rental fee is four times the regular, non-profit rate.
12. A reservation will not be granted under the following conditions:
 - Insufficient notice: When staff cannot be scheduled, park areas cannot be prepared, or other conditions cannot be completed in time.
 - No Liability Insurance
 - Hazardous Activities: When activities of a hazardous nature endanger persons or property.
 - Prior Infractions: When applicant/renter has mistreated a field or park and/or violated use policies during a prior event
13. The City may cancel the event(s) described herein if in the City's sole discretion, circumstances beyond its control including but not limited to acts of the government, earthquakes, epidemics, fires, floods, unusual weather conditions or other casualty, public safety power shut offs or riots that necessitate such a cancellation. The City shall provide notice of cancellation under this provision as soon as is practicable and will provide a refund of any costs, if applicable.
14. The City will cancel your rental if any of the following occurs:
 - The application is found to contain false or misleading information.
 - The proposed use would be detrimental to the health, safety, general welfare, or efficient operation of the City athletic field facility.
 - Should any individual, group, member, or guest willfully or through gross negligence, mistreat the staff, equipment, facility, or violate state or local ordinance.
 - Renter fails to pay all rental fees and deposit by due date.
 - If applicant/renter defaults on or has not completed all conditions and requirements for use of the athletic field including obtaining the required permits and insurance.
 - If the athletic field is needed for emergency use.
15. Athletic Field cancellations must be made 14 days prior to use to receive a refund. If a reservation is made less than 14 days prior to the reservation date and subsequently cancelled, there will be no refund of rental fees.

This material can be made available upon request in an alternative format as required by the American with Disabilities Act of 1990. Direct your request to Parks and Community Services (530) 757-5626, (530) 757-5666 (TDD) or registration@cityofdavis.org