



Kochanski Sports Field Reservation

IN LEGACY PARK

5490 Fifth Street
Cottleville, Mo 63304

Ph: 636-498-6565
Fax: 636-498-6575
www.cityofcottleville.com

APPLICANT/COACH NAME: _____ TEAM NAME: _____ TEAM ORGANIZATION: _____
 APPLICANT ADDRESS: _____ CITY/STATE/ZIP: _____
 APPLICANT MOBILE/CELL #: _____ ALTERNATE PHONE #: _____
 EMAIL ADDRESS: _____ # OF TEAM PARTICIPANTS: _____

Soccer Football Lacrosse Field Hockey Other:

SCHEDULING GUIDELINES:

Only complete applications will be accepted and processed in the order received. Applicants will be notified when their application is processed and approved.

1. Reservations for the athletic field must be accompanied by *all* required documents. For reservation availability, visit the sports field calendar on our city website – under “Kochanski Sports Field”.
2. Practice/Game sessions are reserved in 2 hour blocks.
3. Cottleville school/church/resident field reservation fee \$60.00 per hour: Non-resident fee \$70.00 per hour *Fees are non-refundable.*
4. Each team is allowed to reserve 12 practice/game sessions.
5. Changes to reservations must be made in advance with a 7 day notice, however no refunds will be issued.
6. There are no refunds for rainouts or unused reserved time.
7. A current certificate of insurance naming the City of Cottleville as "ADDITIONAL INSURED" is required from the athletic organization/school/etc. using the field. Minimum coverage required is one million dollars liability and two million dollars general aggregate. It shall be the responsibility of the holder/organization to ensure coverage is not interrupted throughout usage. Failure to provide the required insurance will result in revocation of reservation.

RESERVATION DATE(S)	START TIME 2 HOUR BLOCK	END TIME	# OF ATTENDEES
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			

GENERAL FIELD RULES: Violation of park rules may result in revocation of reservation.

- Applicants and their officers, agents, guests and invitees are expected to use sportsman like conduct at all times.
- Referees, equipment, cones, balls, etc. are not supplied by the City.
- Applicant/Organization is responsible for leaving the field and parking area clean and in order.
- Applicant/Organization is responsible for repair of any damages arising from their use of City recreational facilities.
- For the safety of all guests, glass containers are prohibited.
- Dogs must be kept on a leash.
- Guests must park in designated parking spaces only. Do Not park/drive on the grass.
- The applicant/organization shall be responsible but is not limited to; ground inspection before and after use to ensure holes are filled and the field is free of debris, etc. The applicant/organization shall be responsible for the proper operation and cleanup of the field during the period of time under said reservation use.
- The applicant/organization shall be responsible for determining if field conditions are suitable for play or if practices/games should be cancelled. The applicant/organization is responsible for repairing damaged fields. Future reservations may be revoked due to damaged fields.
- Refunds are not given for cancellations due to weather or for time scheduled but not used.

WAIVER:

I (we), for myself, my employees, agents, participants and invitees, hereby expressly release and discharge the City from any and all liability of every kind or nature, including, but not limited to, bodily injury (including death), damage to the property, and all claims, suits demands, losses, costs and expenses (including attorneys' fees) arising from or alleged to arise from the use of City recreational facilities pursuant to this Agreement, that may be sustained by myself, my employees, agents, participants or invitees while on City property during the term of this Agreement. I (we) further agree to indemnify and hold harmless the City from any and all liability arising from or alleged to arise from the use of City recreational facilities, including, but not limited to, bodily injury (including death), damage to property, and all claims, suits, demands, losses, costs and expenses (including attorneys' fees). I (we) am covered by my (our) own personal, or my groups own insurance for accidents and incidents that might arise during activities in the City Park, which coverage shall be effective on or before the date my (our) use of City recreational facilities shall have begun.

APPLICANT/COACH SIGNATURE: X DATE: _____

INCOMPLETE APPLICATION(S) WILL NOT BE ACCEPTED. PLEASE ATTACH & INCLUDE ALL OF:

- Both Pages, 1 & 2 of this application,
- Reservation Payment in Full – made payable to City of Cottleville,
- Proof of Insurance - naming City of Cottleville as an “additional insured”.

CITY OF COTTLEVILLE OFFICE USE:	
DATE APPLICATION RECEIVED:	CHECK NUMBER:
FEE RECEIPT NUMBER:	TOTAL AMOUNT PAID:
NOTES:	DATE APPROVED/DENIED:
APPLICATION APPROVED BY CITY CLERK:	APPLICATION APPROVED BY CITY ADMINISTRATOR:
	APPLICATION DENIED BY: