



## City of Lakewood Athletic Field/Court Rental Agreement

### Field/Court Rental Policies

- The City of Lakewood and its employees are not liable for damage, injury, or loss to person or property that may occur during the rental period.
- The renter agrees to hold the City of Lakewood and its employees fully harmless for any actions that may arise out of the use of the facility including the set up and tear down of equipment in the requested rental area(s).
- The permittee is financially responsible to the city for any damage occurring to the facility and/or grounds during rental hours. Excessive wear to city equipment caused by participants may require an assessment fee.
- Any damage done to the commercial or residential buildings surrounding the permitted area is the sole responsibility of the permittee.
- A separate permit is required for any use not specified in the initial permit.
- Subletting fields to outside organizations/groups is prohibited.
- The permittee must have a copy of the permit on site during all designated dates/times.
- Only those locations and times specified in the signed permit are to be used.
- The City may close, or deny use of, a field when the health and safety of the participants is in question.
- Organizations/individuals failing to honor field closures are subject to the revocation of field permit(s) and/or fines, established to cover the cost of repairs.
- It is the responsibility of the renter to know the status of any given field in order to ensure the safety of the participants within the organization/group. (Weather Hotline: 303-987-7778)
- The permittee is responsible for the conduct of all of his/her guests.
- All parties associated with the permittee must abide by the code of conduct and City ordinances, laws, and rules applicable for public use and must be sensitive to other park users.
- Violent, obscene, and/or indecent behavior, including profane language, is prohibited while on City property.
- All children 10 and under must be in the line of sight of a parent or guardian during the entirety of the rental period.
- The permittee is expected to leave the permitted facility in the same condition as before use.
- All trash must be collected and properly disposed of before leaving permitted area.
- Storage of food or equipment/supplies prior to or after an event is not permitted.
- All set up and clean-up must be done within the rental time frame.
- Snowplows, snow blowers and shoveling of snow are prohibited on City property.
- The permitting of city property does not constitute an endorsement by the City of Lakewood of any organization or group, or of their beliefs, statutes, regulations, political affiliation, etc.
- Placement of signs, banners, or other promotional materials is prohibited on city property without prior permission from the City of Lakewood field permitting representative.
- The use of city facilities will be denied if the group using the facility is advancing any doctrine or theory subversive to the Constitution or laws of the United States of America or the State of Colorado, or if the group advocates social or political change by means of violence, or participants misuse or abuse city buildings or property.
- *Failure to follow these or other City policies and procedures may result in fines or future permitting restrictions.*

### Park Rules and Regulations

In consideration of other park users and in compliance with City of Lakewood regulations, please observe the following requirements when visiting neighborhood and urban parks.

- Park Hours are from 5:00 a.m. to 10:00 p.m.
- Parks holding department sanctioned programs or events are open until 11:00 p.m.
- Keep motorized vehicles on streets or in designated areas.
- Alcoholic beverages are prohibited except for beer. At Walker-Branch and Aviation Park, all alcoholic beverages are prohibited as determined by the Director of Community Resources under the City of Lakewood Municipal Code.
- No glass containers are permitted in the park.
- Feeding, harassment, or removal of wildlife is prohibited.
- Swimming in lakes or ditches is prohibited as are any activities on ice.
- Horseback riding is limited to equestrian trails only.
- Dogs must be leashed and dog owners must clean up pet excrement.
- Golfing in the parks is prohibited.
- Flying of remote controlled miniature aircraft is prohibited.



# City of Lakewood Athletic Field/Court Rental Agreement

## Field Closure Policy

It is the responsibility of the permittee to know the status of any given field in order to ensure the safety of the participants within the organization/group (Weather Hotline: 303-987-7778). The City may close a field at its sole discretion when the health and safety of the participants is in question due to field conditions. The permittee is expected to refrain from using a field when any of the following conditions exist:

- Standing water is present on any part of the playing area
- Precipitation of ½ inch or more has fallen within the previous 24 hours
- Steady rain is falling and/or the ground is saturated
- Snow is sticking to or covers the ground (snow removal is prohibited)
- Grass is sparse or field is badly worn
- Frost is visible on the turf
- Turf can be displaced or dislodged from the ground
- Infields/dirt areas are muddy or dirt cakes or clings to shoes

Organizations failing to honor any field closures are subject to fines established to cover the cost of repairs and/or revocation of future field permit(s).

## Cancellation Policy

- The City of Lakewood reserves the right to cancel an agreement at any time. A 24 hour notice will be given to the permittee, whenever possible.
- Refunds will not be issued for rentals ending earlier than stated on the rental agreement.
- Refunds will be issued according to the following schedule:
  - 10 or more business days before the permit date: 100% of payment
  - 5 – 9 business days before the permit date: 50% of payment
  - Under 5 business days before the permit date: No refund (unless canceled by the city)

## City of Lakewood Community Resources Department Code of Conduct

The City of Lakewood Community Resources Department supports and promotes an atmosphere of courtesy and consideration toward all individuals. Respectful behavior and interaction with others is expected of all patrons. Abusive behavior is not permitted in any Community Resources facility, activity, or program.

Any Community Resources employee designated by the Community Resources Director or his/her designee shall be authorized to enforce this Code of Conduct along with any other rules and regulations applicable to the facility, activity, or program. Designees are also authorized and encouraged to dispatch the City’s Police Department any time patron or participant behavior is deemed to be in violation of the Community Resources Code of Conduct. Violators may be subject to a revocation of the privilege of using facilities or participating in activities or programs. Such determinations will be made according to the City’s exclusion procedures.

## City of Lakewood Smoking Ordinance

The City of Lakewood, Municipal Code 9.38, states smoking is not allowed:

- Within 25 feet of an entrance to any facility
- At facilities such as playgrounds, pools, athletics fields, or picnic shelters
- At City events, festivals, or concerts
- At transit stops

Thank you for refraining from smoking and helping to reduce exposure to secondhand smoke.

## Emergency Procedures

In case of an emergency, call 911 to reach the proper authority (Fire, Medical, Police, etc.)

## City of Lakewood Contact Phone Numbers

Field Closures/Inclement Weather	303-987-7778
Recreation Supervisor - Adult Programs, Brent Berninger	303-987-4806
Lakewood Police Department Non-Emergency Line	303-987-7111