



Athletic Field Use Application – Soccer Games
BerJuan Sportsplex – Kittie Robertson Field
Park Update line: 573-364-0847

Reservations requested the day of the event may be taken at the discretion of the Parks & Recreation Department.
 Cancellations/modifications received less than 48 hours prior to the reserved date will not be eligible for refund/approval.

Applicant/Organization Name (s): _____ DOB: _____

Address: _____

Email: _____

Daytime Phone: _____ Evening: _____ Cell: _____

Event Name: _____

Type of Event: _____

Date of Event: _____ Start Time: _____ End Time: * _____

*Soccer field does not have lights

Start and End Times MUST include setup and cleanup, if applicable.

Kittie Robertson Soccer Field	User Fees
Field Reservation/Prep - *Soccer field does not have lights	\$100
Portable Scoreboard**	\$50
**Lost or damaged scoreboard to be replaced at cost	
Total Fees Due	

Guidelines and Agreement

Applicant understands that reservations are only for designed area/facility permitted and limited to activity listed. Use of other areas/facilities not listed on the permit will result in User Fees assessed and may be grounds for removal from City property.

1. Reservations requiring the use of scoreboards will be assessed a \$50 per day charge.
2. Admission/gate fees shall not be charged to the general public to any City facility for any event without prior approval from the Parks & Recreation Department.
 - Will there be a general admission charge? Yes ____ No ____
3. Organization shall submit, in advance, written agreement of the reservation date and times requested. **Payment due at the time of reservation.**
4. All sports field preparation shall be done by the Parks & Recreation Department.
5. Applicant agrees that tents, awnings, canopies, and temporary structures or fences are not allowed without prior approval in writing by the Parks & Recreation Department.
6. Applicant is liable for all damages that occur to the premises as a result of the event. ***Lost or damaged scoreboard to be replaced at cost.** Organization is responsible for keeping area clean from trash and debris, as a result of the event.
 - A trash dumpster is located on the north side of the concession stand.
7. Applicant agrees to indemnify and hold harmless the City of Rolla, its employees and agents, for all liability claims arising out of the event.
8. Applicant agrees to call the Park Update Line at (573) 364-0847 prior to their event to make sure their rented facility is not closed due to unforeseen circumstances.
9. The City reserves the right to request a Certificate of Insurance showing the City as additionally insured with specific liability coverage as deemed necessary by the City.
10. Applicant agrees to comply with all City codes, applicable laws, regulations, and orders of the City Administrator.

Signed: _____ Date: _____