

## **Sport Field Allocation Application**

The Recreation Services Division operates and maintains a number of sport fields for use by individuals, civic groups, educational institutions and sport leagues. This form must be completed and submitted to the Recreation Services Division 30 days prior to the season start up. Special Events relating to the league such as tournaments or fundraisers will be booked through use of the Special Event Application form that can be found on [www.cornerbrook.com](http://www.cornerbrook.com).

### **PRIORITY:**

The order of priority for sport field allocation is sport leagues (youth and adult), special events (tournaments) and informal users (educational institutions). Competitive games are given priority over practice games. Once leagues have been allocated fields, other users will be allocated to use on a first come first serve basis.

### **FACILITIES:**

- Wellington Street Sports Complex  
(1 softball field, 2 beach volleyball courts, 4 tennis courts, 1 artificial turf soccer field)
- Ambrose O'Reilly Complex (1 softball field, 1 natural turf soccer field)
- Monarch Complex (1 softball field, 1 natural turf soccer field)
- Dawe Complex (1 natural turf soccer field)
- Jubilee Field (1 baseball field)
- Woodbine Ave (1 softball field)

### **FEES (Leagues):**

- Senior Baseball/Soccer/Softball/Touch Football etc - \$350.00 per team per season
- Junior Baseball/Soccer/Softball/Touch Football etc - \$275.00 per team per season
- All Minor and Junior teams playing in a Senior league will pay senior fees - \$350.00 per team
- Minor Sport (Minor teams playing Minor teams) – No Charge
- Beach Volleyball – as negotiated annually with the City of Corner Brook
- Tennis – as negotiated annually with City of Corner Brook

### **INSURANCE:**

The Association/League/Teams must obtain comprehensive general liability insurance protecting the City of Corner Brook against liability for bodily injury, death and property damage arising out of the event and listing the City as an "additional named insured" on the certificate. The minimum limit of \$2,000,000.00 (Two Million Dollars) will be per occurrence and have a cross liability clause. A copy of the insurance must be submitted.

**CONTRACT:**

Before an allocation is finalized and a user is permitted access to a sports field, a formal agreement will be signed between the City of Corner Brook and the user outlining responsibilities, terms and conditions.

**INFORMATION:**

For additional information contact the Recreation Services Division at (709) 637-1232 during the hours of 9:00 a.m and 4:30 p.m. Monday through Friday.



## Sports Field Allocation Application

Application # \_\_\_\_\_

### Applicant Information

Organization Name: \_\_\_\_\_

Contact Name:  Mr.  Ms. \_\_\_\_\_

Address: \_\_\_\_\_

No. Street Name

City Province Postal Code

Contact Information: Work ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Home ( ) \_\_\_\_\_ Email \_\_\_\_\_

### Requested Facility

#### Wellington Street Complex:

Fred Basha Memorial A Diamond \_\_\_\_

Beach Volleyball Courts \_\_\_\_

Soccer Field (Artificial Turf) \_\_\_\_

#### Green Space (electricity available):

Majestic Lawn \_\_\_\_

Margaret Bowater Park \_\_\_\_

#### Ambrose O'Reilly Complex (St. Mark's Ave):

Soccer Field \_\_\_\_

Softball Field \_\_\_\_

#### Monarch Complex (Atlantic Ave):

Softball Field: \_\_\_\_

Soccer Field: \_\_\_\_

### Scheduling

League Startup Date: \_\_\_\_\_

Weekly Usage (ex: Mon, Wed, Friday 7-9): \_\_\_\_\_

League End Date: \_\_\_\_\_

\*Please forward league schedule when finalized

[www.cornerbrook.com](http://www.cornerbrook.com)

| Of What Category and How Many Teams: |        |
|--------------------------------------|--------|
| Category                             | Number |
| Junior                               |        |
| Senior                               |        |
| Minor                                |        |
| Other                                |        |

| List Team Names: |     |
|------------------|-----|
| 1.               | 2.  |
| 3.               | 4.  |
| 5.               | 6.  |
| 7.               | 8.  |
| 9.               | 10. |
| 11.              | 12. |
| 13.              | 14. |
| 15.              | 16. |
| 17.              | 18. |
| 19.              | 20. |

### RULES AND RESTRICTIONS

1. Users of the City of Corner Brook sport fields are required to abide by and adhere to all City of Corner Brook By-Laws and all Provincial and Federal Legislation and Regulations. The onus is on the user to ensure awareness of such by-laws, legislation and/or regulations.
2. The consumption of alcoholic beverages at sport fields is strictly prohibited unless appropriate permissions are received by the users.

3. By signing a contract for use of City owned sport fields, the applicant is acknowledging agreement with all rules and restrictions governing the use of these outdoor facilities.
4. The facilities applied for will be used only on the dates and times specified and only for the purposes identified in the Sport Field Allocation Application.
5. Rates and times are not transferable.
6. A user wishing to cancel or alter their dates and/or times of use must give written notification to the **Recreation Services Division**.
7. The City of Corner Brook will not be responsible for personal injury or the loss or theft of clothing or equipment of the applicant or organization or anyone attending on the invitation of the applicant.
8. The user must pay all damages arising from their use of the allocated sport field. This includes damages caused outside the facility as a result of their use (ie. damage caused to vehicles and/or residences by balls or other equipment, etc)
9. The applicant and organization will be responsible for the conduct and supervision of all persons admitted to allocated facilities and will ensure adherence to all rules, restrictions, terms and conditions.
10. User groups wishing the services of a Park Attendant after normal working hours, or on weekends, will pay the wages of that employee at a 75% cost while the City of Corner Brook will pay 25%.
11. In the case of lighted fields and unless alternate agreements are completed with the Recreation Services Division, user groups (leagues) are responsible for all the electrical payment for field lighting from May through September inclusive and 10% of electrical payment from October through April inclusive. Individual users or other leagues wishing use of lighting will be required to arrange their use with the Recreation Services and/or for appropriate league.
  - a) Basha Memorial Park
  - b) Jubilee Field – Corner Brook Baseball Association
  - c) Wellington Street Complex – Corner Brook Soccer Association