

# Fieldhouse

## BLUE SPRINGS

### FACILITY RESERVATION REQUEST FORM- FIELDHOUSE RENTALS

NAME OF TEAM/ORGANIZATION: \_\_\_\_\_

CONTACT PERSON (A): \_\_\_\_\_ (B): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ ALT PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

<b>Facility Type</b> <small>Court/Turf Or Party Room</small>	<b>Field/Area</b> <small>Courts-Full or Half Turf- Full or Third Party Room- All or Third</small>	<b># of Courts/Fields/ Rooms requested</b>	<b>Start Date</b>	<b>End Date</b>	<b>Days of Week requested</b>	<b>Time Requested</b>	<b>Purpose</b>
<i>Ex: Court</i>	<i>Half court</i>	<i>1</i>	<i>10/1/15</i>	<i>12/20/15</i>	<i>Tues &amp; Thurs</i>	<i>6pm-8pm</i>	<i>Basketball practice</i>

Please attach additional pages if needed

<b>Tournament/Full Facility Rentals:</b>	Will an admission fee be charged? Y/N	Will vendors be present? Y/N
	Will sponsor banners be displayed? Y/N	Are you interested in renting additional rooms for hospitality? Y/N
Additional Comments: _____		

I hereby agree to hold the City of Blue Springs free and harmless from any loss, damage, liability, cost or expense that may arise during or be caused in any way by such use or occupancy of City property. Further, I agree to abide by all rules and regulations of the City of Blue Springs and agree to reimburse the City of Blue Springs for any damage to city property as a result of the use herein requested. Applicant agrees to furnish such liability or other insurance for the protection of the public and the lessor as the lessor may require. **Fieldhouse rentals are non-refundable**

APPLICANTS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### FOR OFFICE USE ONLY

[ ] **APPROVED** [ ] **DENIED**

Reason for Denial \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Required: ( ) YES ( ) NO FEE AMOUNT: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Payment Type: ( ) Check Number \_\_\_\_\_ ( ) Cash \_\_\_\_\_ ( ) Credit Card Number \_\_\_\_\_