

**McPherson Recreation Commission**  
**Baseball / Softball- Facility Use Agreement**  
**Rules and Regulations**

1. Please consult the Sports Director prior to filling out this form. This will help to eliminate duplicate requests.
2. Any person/organization/business wishing to reserve a baseball and/or softball fields(s), under the jurisdiction of the McPherson Recreation Commission, MUST complete an MRC Facility Rental Request form. This form must be received one week prior to the requested rental date. Appropriate deposits MUST be made at that time. No telephone reservations will be accepted.
3. Tournament brackets must be turned in to the MRC Program Director by 6:00pm two days prior to the tournament date. All known fees must be paid at this time. (per team or per game fees and all prep fees)
4. Additional fees must be paid at the MRC offices by 6:00pm the Monday following the tournament. (according to usage...lights, supervisor fees, turface, additional maintenance.)
5. Reservations are on first come-first serve basis, with the following exceptions:
  - 1<sup>st</sup> priority- MRC activities
  - 2<sup>nd</sup> priority- USD #418/City of McPherson activities (during school year)
  - 3<sup>rd</sup> priority- Local college activities (during school year)
  - 4<sup>th</sup> priority- American Legion and Babe Ruth Leagues (summer)

Facility use requests will be considered final only after all MRC schedules are completed. Every effort will be made to avoid conflicts.

6. In the event of rain, the Facilities Supervisor will inform the Tournament Director/Renter as to the estimated amount of work, supplies and costs that may be necessary to make the field playable. The Tournament Director/Renter will have the option of saying yes or no, BUT if the Tournament Director/Renter agrees to have the maintenance personnel try and make the field playable, the additional costs will be paid whether the field is able to be made playable or not.
7. The MRC reserves the right to postpone or cancel any games and/or tournaments due to inclement weather conditions.
8. All maintenance work will be done by the MRC maintenance personnel unless prior approval/arrangements have been made by the Facilities Supervisor and/or Superintendent of Recreation.

The Tournament Director/Renter shall be responsible for clearing out field areas so maintenance work can be completed by proper personnel.

The Tournament Director/Renter is required to inform the Facilities Supervisor of any changes in the tournament/maintenance schedule.

9. No vehicles allowed on fields without permission from Facilities Supervisor.

10. No alcoholic beverages are allowed on city property.
11. No unauthorized practices or walk-on usage allowed on Light Capital Baseball or Grant Complex.
12. Deliberately hitting into fences is not allowed.
13. All trash is to be deposited in containers, and the individual or organization renting the facility shall police the area throughout the day and at the end of the day before leaving the facility. If this is not done, the MRC will clean the area and bill the Tournament Director or renter for the amount it cost to do the clean up.
14. The person in charge must see that all lights are turned off and all doors are closed and locked from the inside before leaving the facility.  
 Light switch locations: Light Capital baseball- South of 1<sup>st</sup> base (large green transformer box)  
 Light Capital softball- East of 3<sup>rd</sup> base (below transformer on pole)  
 Wall Park- North of center playground (large green transformer box)  
 Grant Complex- East wall on concession building (outside)  
 Rolf Park- On light pole by 3<sup>rd</sup> base dug out.

The use of water, hose, rakes, chalk, chalker and scoreboards are available for your use.

Please have a fun and safe tournament/game. Thank you for using our facilities.

I, the undersigned, on behalf of myself or the designated organization, do hereby acknowledge that I have reviewed the facility rental form and rules and regulations for facility use. I understand that accident and/or liability insurance is not provided by the City of McPherson or the McPherson Recreation Commission for the use contemplated by me/my organization. It is understood that the McPherson Recreation Commission and/or the City of McPherson shall have the option of pursuing any appropriate criminal charges of civil complaints in the event of damage to MRC/City of McPherson facilities, equipment, or any individuals participating in the activity for which the facility is being used. I/my organization agree/agrees to accept and assume full responsibility and liability for any and all expenses resulting from any accidents, injuries or damage occurring during this tournament/rental.

\_\_\_\_\_  
**Event Sponsor/Organization**

\_\_\_\_\_  
**Representative Individual**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Phone**