

ATTN: _____
FAX: _____

FOR OFFICE USE ONLY
DATE RECEIVED: _____



ATHLETIC FIELD RENTAL APPLICATION – 2021

CASUAL BOOKING\$84.00 / 3 hours (GST included)

- Step 1: **Submit your completed application by email** PWD-Athleticfields@winnipeg.ca, or to address below.
- Step 2: We will provide you with a permit number to **tentatively reserve** your park rental, if the site is available.
- Step 3: Complete your credit card payment to **formally reserve** your park rental.
- Step 4: We will provide you with a **park rental permit** to bring with you on the day of your park rental event.

If mailing application: Parks Rental Clerk,
Public Works Dept.
105 - 1155 Pacific Ave.
Winnipeg, MB R3E 3P1

Name/Organization _____ Contact Person _____
 Contact Email _____ Address _____
 City _____ Province _____ Fax _____
 Phone Number (Home) _____ (Work) _____

Activity

NUMBER of Participants for Activity: _____

Softball/Baseball Soccer Touch/Tackle Football Ultimate Frisbee
 Other Activity: please specify _____

Please Note: Large Events with more than 200 participants are required to submit a \$1,135 damage deposit at the time of booking, which will be refunded after the event if no damage is found. The City reserves the right to assess the remaining charges should the total cost of damage repair exceed the damage deposit.

Casual Booking / Special Event

I am requesting the following:

Day(s) of the week: _____ Start Date: _____ End Date: _____

Booking Slots Required: 9:00a.m.–12:00p.m. 12:00p.m.–3:00p.m. 3:00p.m.–6:00p.m. 6:00p.m.-dusk

Site(s) Requested:

Number of field sites required: _____

Field site request 1: _____

Field site request 2: _____

Other: _____

Parks and Open Space Division – RENTAL PERMIT TERMS AND CONDITIONS OF USE

COVID-19 TERMS AND CONDITIONS

In addition to the standard terms and conditions set out below, the User shall:

1. Ensure that all activities, participants and spectators adhere to all provincial public health orders and all City orders issued in relation to COVID-19; and
2. Ensure that the activity is conducted in accordance with any restrictions or requirements imposed by the Province on that activity.

THE USER AGREES AND COVENANTS AS FOLLOWS:

1. To protect and indemnify the City:
 - a. In respect of any and all claims of any kind whatsoever arising out of any act or omission of the User or of any agent or employee of the User or arising out of or resulting from the use of the Site;
 - b. From all or any loss or damage to the Site or to any property of the City used in conjunction with the Site.
2. When hosting a one-time event, insurance is required for any of the following:
 - Expected attendance of over 200 people
 - Federal Government sponsored event
 - Event with Mobile Play Structures (skate board ramps)
 - Filming in park
 - Tents & Inflatable/bouncy toys - from commercial company
 - School not covered by MB Association of School Trustees
 - Daycares / Nursery Schools
 - High Hazard / Pyrotechnics Fireworks

To maintain and keep in force during the term of this Agreement, a general liability insurance policy in respect of the use of the site named in the Agreement with,

- a) Minimum limits of \$2,000,000 inclusive;
 - b) The City of Winnipeg added as an additional insured;
 - c) Inclusion of a cross liability clause;
 - d) Insurance coverage to be effective immediately upon the User taking possession of the Site until such time as the Site is surrendered to the City;
 - e) Minimum fifteen (15) days' notice of cancellation clause.
3. That the rights granted to the User shall not be transferred or assigned in any way.
 4. To supply all supervision and preserve and maintain good order, discipline and safety in the use of the Site. The City shall have the right at any time to eject from the Site or refuse admittance to any person who, in the opinion of an employee of the City having the responsibility for the supervision of the Site, is creating a disturbance or behaving in an objectionable or unacceptable manner.
 5. That the following is not permitted without prior written consent of the Public Works Department.
 - a. Advertising at the Site
 - b. Constructing, erecting or attaching or causing or permitting to be constructed, erected, or attached any device, fixture or other thing of any nature at the Site.
 - c. The sale of food and/or refreshments at the Site.
 6. Changes to permit:
 - a. Rental permit changes are accepted up to the working day prior of the event; permit changes will not be accepted after that.
 - b. The administration fee is charged for each rental permit change.
 - c. All permit changes can only be done for current year.
 7. Cancellation of the Agreement by the User must be by written notice to the Public Works Department at least 5 days prior to the date of the event. If such notice is not provided:
 - a. No refund or any sum paid towards this Agreement shall be paid by the City;
 - b. Cancellations may be addressed to:
 - i. Mail: Park Rental Clerk | 105-1155 Pacific Ave. | Winnipeg, MB | R3E 3P1 or ii.
 - Fax: 204-986-3860
 - iii. Email: PWD-Athleticfields@winnipeg.ca
 - c. If the customer cancels the day of the event – even for inclement weather – a refund will not be provided.
 8. To pay the City of Winnipeg the indicated amounts for the use of the Site.
 9. That if the User fails to pay any monies required to be paid towards this Agreement at the time the monies are required to be paid, or if the User fails to comply with any conditions of this Agreement, the City may terminate this Agreement and consequently, all rights of the User are also terminated without entitlement to claim any damages, reimbursement, compensation or remuneration.
 10. To surrender the Site to the City in acceptable condition upon the termination or expiration of this Agreement. The User is responsible for any additional costs that may be incurred over and above the provisions outlined in this Agreement (i.e. Preparation, clean-up, maintenance, replacement, repairs).
 11. That any agent or employee of the City shall at all reasonable times be entitled to enter upon and inspect the Site and make any alterations, repairs or additions as deemed necessary by the Public Works Department.
 12. To remove all equipment, displays, goods and belongings of the User from the Site on or before the termination of this Agreement. If the User fails or neglects to do so, the City may remove and store the same at the expense of the User without liability for any loss or damage.

13. That the City is not responsible for damage to or loss of any equipment or belongings of the User brought onto the Site.
14. That the City makes no representation or guarantees as to the suitability or condition of the Site.
15. That the City is not liable for any injury to anyone attending the Site.
16. That the City of Winnipeg, acting reasonably, reserves the right to change or cancel any or all booked time and the User has no claim for losses, damages or compensation of any kind. This may be re-allotted when convenient and agreed to by both parties.
17. To abide by and conform to all by-laws, rules and regulations of the City and all Provincial legislation relating to the occupancy and use of the Site.
18. Not to use natural turf areas during periods of heavy or prolonged rain and when excessive moisture content of the turf could cause damage to the grounds.
19. Parks staff will inspect the site after the event, if there are no damages, refund shall be processed within 1 month of the scheduled event.

Your Signature: _____

Today's Date: _____