

District of Clearwater Facility Use Application



This is an application / request and does not guarantee an approval will be issued. To avoid any misunderstanding please read the "Term and Conditions" attached.

Phone: 250.674.2257
 Fax: 250.674.2173
 Email: admin@docbc.ca
 www.districtofclearwater.com

FEE Required (Capostinsky Ball Park only): _____

Organization Name		Date of Application	
Name of Event		Purpose of Event	
Contact Name		Email address	
Address			
City		Phone	
Postal Code		Fax	
Number of Participants		Number of Spectators	
Full Description of Event:			
If a Run or Walk:		Dispersal Area	
Assembly Area			

Event/Facility Location (s)	Date(s)	Event Time	Set up Time	Take Down Time

Will you be planning any of the following activities at your event?

- Food Preparation: Yes No
- If yes, have you completed an Application to Operate a Temporary Food Service? (Mandatory) Yes No
- Amplified Sound: Yes No
- Sales of Any Kind: Yes No
- Temporary Structures: Yes No
- Entertainment: (Specify) _____ Yes No
- Do you require the use of the District Tent (by discretion of the District) Yes No

Other Activities: _____

Disclaimer:

The user hereby agrees to indemnify and hold harmless District of Clearwater, their officers, agents, all employees and volunteers from any and all claims for bodily injury and personal injury and/or property damage, including cost of investigation, all expenses of litigation, including reasonable attorney fees and the cost of appeals arising out of any claims or suits which result from errors, omissions or negligent acts of the user, his agents or employees.

Representative/Individual is responsible to abide by guidelines of the District of Clearwater

Representative/Individual Signature: _____ Date: _____

District of Clearwater Representative Signature: _____ Date: _____

**PROOF OF THIRD PARTY INSURANCE IS REQUIRED
 and the District of Clearwater must be named as "an additional Insured"**

Guidelines for Park Facility Use for Special Occasions / Events



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General

1. The following are guidelines for use of Park facilities for special occasions / events within the District of Clearwater boundaries.

Guidelines

1. Impact on Facility Operations: limitations of costs and interruption to facilities operations.
2. Impact to People: prevention of disturbance to neighbours and restriction of public access.

Conditions

1. A “public gathering”, such as weddings, vigils, parades, entertainment, games, shows and concerts. Organizers are required to fill in a Facility Use Application.
2. For community parks other than Capostinsky Park, alcoholic beverages are prohibited. Capostinsky Ball Park activities which involve a Beer Garden, **MUST** obtain a Liquor Licence from the Liquor Control Branch.
3. Facilities are available on a first come, first serve basis.
4. The facility may remain open for use by the general public.
5. Approval will be issued to an adult who will be responsible for both the supervision of the entire event and any damage to facility property, or injury to any party which results from inadequate supervision or carelessness.
6. All decorations must be removed immediately after the event.
7. The District of Clearwater does not provide security for the activity.
8. Parking must be restricted to defined parking lots.
9. The District of Clearwater does not provide cleaning for the activity/event.

Procedures

1. A Facility Use Application is required to be filled out and submitted. Once the application has been considered and approved the applicant will be advised.
2. For Capostinsky Ball Park Use, upon approval of the Facility Use Application the DOC will prepare a contract. Once signed by both parties, the Applicant will then receive a copy of the contract.



Capostinsky Ball Park

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Schedule of User's Fees

All charges must be paid prior to the booked event and the user form signed off.

Fees:

Senior Ball - Friday Night	10% of existing season fee
Minor Ball - Weekdays up 6:00pm	\$30.00 per diamond per night use
Minor Ball - Weekdays after 6:00pm. Season Fee	\$60.00 per diamond per night use
Minor Ball - Weekend Use (Tournaments) both diamonds	\$75.00 per day including equipment
Senior Ball - Season Fee	\$100.00 per diamond per night use
Senior Ball - Weekend Use (Tournaments)	\$125.00 per day

\$50.00 per day for use of grandstand as beer garden. This is a clean up fee and any money not used will be returned. If wanted on the Friday night - \$10.00 per diamond

Single Use Ball Park (game)	\$ 15.00 per game/Minor ball
Single Use Ball Park (game)	\$ 30.00 per game/Senior ball
Beer Garden	\$ 25.00 per day
Concession Booth Fee	\$ 25.00 per day
Single Use Ball Park (other) #1*	\$100.00 per day
Single Use Ball Park (other) #2*	\$ 50.00 per day

Other = Concerts, Jamborees, etc...

***1 = Covered Grandstand and Ball Park**

***2 = Open Grandstand and Ball Park**

Every team is required to groom the field before using for tournaments.
Failure to do so could result in loss of diamond privileges.

Any activity which might damage the premises will not be allowed.

Each team will be held responsible for damage or loss of the District of Clearwater equipment resulting from abuse or carelessness.

Capostinsky Ball Park



- The Applicant shall pay the District of Clearwater the required permit fee in advance.
- The Applicant shall pay the District of Clearwater a deposit for advance clean-up fee of \$25 per day for tournaments; this may be refunded after satisfactory inspection.
- All facilities (parking lot, stands, dugout, playing fields and enclosed areas) hereinafter called the "premises" must be left completely free of litter and all garbage should be bagged and placed in suitable containers to be hauled away.
- The beer garden area must be cleaned up in its entirety and all seating left orderly.

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PLEASE NOTE THAT NO DOGS ARE ALLOWED IN THIS AREA OR IN THE GRANDSTANDS

- All facilities will be opened by a designated District of Clearwater official each day prior to the start of tournament/event, and will be secured each night at the conclusion of the day's event.
- No parking is allowed anywhere except the signed designated parking areas.
- The Applicant agrees to abide by all regulations and bylaws which may be in effect within the District of Clearwater.
- The permit is not transferable.
- Any and all temporary structures must be removed before the expiry date of this permit.
- This permit is not valid until signed by the Applicant and accompanied by a current official receipt if fees are being levied.
- This permit may be cancelled at any time without notice by the District of Clearwater.
- Any full cancellations by the Applicant prior to the event will be charged 50% of the fees regardless whether or not the facility can be re-booked.
- Extraordinary clean-up and/or damage will be charged to the Applicant at cost.
- User groups are responsible for grooming ball fields after and during use.
- **DISCLAIMER CLAUSE:** The District of Clearwater is not responsible for any loss or damage suffered by any person either participating in or observing any event on the premises, for any reason whatsoever including negligence on the part of the District of Clearwater, its agent or servants.
- The Applicant agrees to indemnify and save harmless the District of Clearwater, its agents or servants for any loss or damage suffered in connection with any use of the premises for the duration of this permit.
- Is required to obtain proof of 3rd Party Insurance, naming the District of Clearwater as an additional insured.
- **Coaches will be held responsible** for checking washrooms before and after ball practices and games during the week and are to report any misuse/abuse or damages to the District of Clearwater. After reports are documented the team that holds the permit on the date the offense occurred will be responsible for the clean-up.

In consideration of the privilege granted herein, I hereby agree to observe and abide by the terms and considerations of this application. I hereby agree to indemnify and hold harmless District of Clearwater, their officers, agents, all employees and volunteers from any and all claims for bodily injury and personal injury and/or property damage, including cost of investigation, all expenses of litigation including reasonable attorney fees and the cost of appeals arising out of any claims or suits which result from errors, omissions or negligent acts of the myself and/or agents or employees acting on my behalf.

I acknowledge having read this liability release that I am of full legal age and my acceptance of the above disclaimer clause by my signature.

APPLICANT/PERMITTEE

DISTRICT OF CLEARWATER
(Representative)

DATE



Capostinsky Ballpark

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Deposit for Advanced clean-up

The Permittee shall pay the District of Clearwater an advance clean-up fee deposit of \$25.00 per day for tournaments which may be refunded after satisfactory inspection.

All facilities at the park grounds (parking lot, stands, dugout, playing fields and enclosed area) must be left completely free of litter and all garbage should be bagged and placed in suitable containers to be hauled away.

Extraordinary clean-up and/or damage will be charged to the Permittee at cost.

The deposit fee may be refunded not more than two weeks after the Permittee's event, if it is deemed that the park grounds have been cleaned satisfactorily.

Deposit Date: _____

Receipt Number: _____

Deposit Returned: _____

Deposit Received by: _____

Facility Use Permit & Release of Liability



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FEE: _____

Applicant / Permittee: _____

Address: _____

Telephone Number: _____

Facility: Capostinsky Ballpark Beer Garden Concession Booth

Facility Name: Capostinsky Park
 c/o District of Clearwater
 Box 157, Clearwater, BC, V0E 1N0
 Tel: 250-674-2257

Date of Use: from : _____ to: _____

Event Description: _____

Special Requirements: _____

Please read and sign the attached release of liability form