



Athletic Field Request Form

Requests are filled upon availability and will be taken on a first come, first served basis once in-season sports are satisfied. Payment in full will be required at the time of acceptance and permit. Request forms can be emailed to reconline@woodburymn.gov

Application Date _____ Event Date _____ Time Requested _____
Must include all use (arrival, set-up, warm-ups, departure)

Contact Information

Name of Contact _____ Secondary Contact person _____

Organization Name _____

Address _____ Phone _____

City, State, Zip _____ Email _____

Sport _____

Facility Location & Field Type

Location _____ Secondary Location _____

Field Rate:

Resident

Non -Resident

Hourly	\$25/hour		\$50/hour	
Daily	\$125/day (M-Th) \$175/day (Fri-Sun)		\$250/day (M-Th) \$350/day (Fri-Sun)	
Camp/Clinic (Recognized Organization)	\$50/day		N/A	
Lights	\$15/hour		\$15/hour	

Field Type: select fields requested

Baseball/Softball	60 ft.	65 ft.	70 ft.	75 ft.	80 ft.	90 ft.
Soccer	20' x 30'	40' x 55'	50' x 70'	80' x 110'		
Lacrosse	Boys	Girls	Modified			
Football	Flag	Tackle				

Lights: Yes _____ No _____

Additional details that apply to your field needs or field request

Renter Responsibilities

- Certificate of Insurance** in the amount of \$1,000,000 per person per occurrence as well as a \$2,000,000 aggregate. The City of Woodbury must be named as additionally insured. Organization agrees to indemnify and hold harmless the City of Woodbury, its officers and employees for any and all claims arising out of the vendors' activities related to the services provided under this application. *Required for all organizations.*
- Alcoholic beverages are prohibited from being sold or consumed during games, events or tournaments.
- Throughout the day, it will be the team or organizations responsibility to determine if the **field conditions** are conducive to play, and make that determination if necessary. It is encouraged that all user groups contact the city for field condition updates or field closures. If visiting on a regular basis, you may receive updates on outdoor athletic field closures by signing up for InTouch emails at www.woodburymn.gov/intouch/index.php for field closures, select the "Recreation – weather alerts/schedule changes" list.
- The **lightning prediction system** at HealthEast Sports Center is designed to predict lightning before it strikes within a 3-mile radius of the facility, allowing users to proactively seek shelter and protect themselves from potential injuries caused by lightning. It is the responsibility of each individual to monitor the weather and respond accordingly. <https://woodburymn.thormobile8.net>
- Conclusion of the Event Responsibilities**
 - ✓ Remove all equipment (L-screens, corner flags, cones, etc.) from fields and buildings
 - ✓ Equipment is returned to job boxes and closed.
 - ✓ Fields with mound covers need to be placed upon the fields
 - ✓ Fields are picked up and all loose garbage is placed in recycling or trash bins.

Release of Liability & Waiver Agreement

- (a) Release: I understand that participation and the use of the facility is completely voluntary. I agree that all activities undertaken by me or my child as part of the use of the facility is at my or his/her own risk, and that the City of Woodbury and its employees, agents or volunteers, shall not be liable for any claim, demand, injury, damage, action or causes of action whatsoever to myself, or my child, or my property, or my child's property, due to the passive or active negligence of the City of Woodbury, or its agents, employees, or volunteers, arising out of or, connected with me or my child's: (i) use of the facility (ii) the use or operation of equipment at this facility or (iii) the actions of any other's during my use of the facility. My child and I expressly forever release and discharge the City of Woodbury and its agents, employees or volunteers from all such claims, demands, injuries, damages, actions or causes of action whatsoever.
- (b) Media Permission: The City of Woodbury reserves the right, and may give permission to the media, to photograph classes, programs and participants at any of our facilities and properties or any sponsored activity. These photos are used for promotional purposes and may be used on all forms of social media and other communications the City utilizes. If you see a City of Woodbury staff member or designate taking photos, and you wish not to be photographed, please inform us immediately. I understand that my agreement to the foregoing terms is required before my or my child's participation in this program is allowed. I have read this Agreement carefully and know and understand its contents, and agree. Initial _____

Rules and Regulations

I have read and understand the responsibilities of the renter and agree to abide by all rules and regulations of the use of the facilities.

Yes No

Printed Name _____

Date _____

Signature _____

Date _____

Application, required documents and fees must be submitted to:

City of Woodbury - Attn: Athletic Field Request, 8301 Valley Creek Road
Woodbury, MN 55125