

All requests for the use of the All Weather Field(s) must be made through the Parks & Recreation, Facility Scheduling Office and confirmed by Scheduling staff. Once confirmed, the user is responsible for the associated fees. Scheduling staff will issue a Facility Rental Contract for signature by the user groups' representative as soon as possible after receipt of verbal confirmation. Please refer to the "Procedures for Booking and Regulations for the All Weather Sport Facilities" - Halifax Mainland Common, Harbour East, Bedford/Hammonds Plains and Cole Harbour for additional information.

1.

Client agrees to **pay all rental fees and other charges in advance of use** as per the payment procedures set forth by the Scheduling Office. Under certain circumstances, the option of a payment plan may be available. Once the facilities are verbally confirmed by Scheduling staff, there will be no cancellations or refund of fees. The client may wish to coordinate the selling off of excess all weather turf time in consultation with Scheduling staff.
2.

No motorized or large vehicles permitted within the fenced area of the All Weather complexes unless written permission has been approved. Vehicles are only permitted near the gated entrances to off load and load equipment. All Emergency Exits are to remain clear of any and all vehicular traffic. Parking regulations will be strictly enforced.
3.

The consumption and/or selling of alcoholic beverages on or about the facility are prohibited except by special permission granted and in adherence to the HRM Policy - Temporary Alcoholic Beverage Tent/Garden Procedures.
4.

NO SMOKING permitted on or around the facilities as per the Smoke Free Places Act (Bill 125), and <http://www.halifax.ca/rec/Policies.php>
5.

NO PETS (except with a visually impaired individual) are permitted within the facility.
6.

Buildings on site, other than washroom facilities, are not for public use. Storage is not available on site. Any and all equipment brought on site must be removed at the end of your rental period. League/Tournament organizers must come to the facility prepared with their own supplies (i.e. tables, chairs, canopies, etc.).
7.

The following items that may cause damage to the All Weather surfaces or present a risk to other people are **prohibited**:

- hair clips and bobby pins

- chewing tobacco

- **spitting** on the playing surface

- chewing gum being thrown on the All Weather surfaces

- **tape being attached to the All Weather surfaces or site amenities**

- **metal cleats/studs** that can damage the All Weather surfaces unless approved

- sunflower seeds, shelled nuts, and peanut products

- glass bottles or similar products

- golfing within the facilities

- swinging or hanging on netting, goal posts or crossbars

- high heels or lawn chairs on the All Weather surfaces.

8.

Foul, abusive or derogatory **language** is NOT permitted and will not be tolerated. This includes improper and/or abusive behavior towards Facility Staff. Excessive noise beyond the facility is not permitted except by special permission according to HRM By-Law N-200.

9.

The scheduled client will be held **responsible for**:

- **Signing the Daily Confirmation of Use Form** upon arrival for each use of each facility

- **Behavior** of participants/spectators. No spectators permitted on the All Weather surface, especially in the player bench areas.

- **Damages** caused to the facility/equipment due to your participants/spectators negligence.

- **Assisting** in keeping the **facility clean** (especially in the player bench areas) during and immediately following usage. Failure to adhere will result in a charge for any cleaning services performed by the facility staff.

10.

If the client causes **damage to the facility**, that client will be accountable for and charged for the restoration costs that are required to bring the facility back to its original playing status or condition.

NOTE: AT THE DISCRETION OF HRM, THE FOLLOWING FINES WILL BE CHARGED FOR ANY AND ALL OFFENCES OUTLINED ABOVE AS DEEMED NECESSARY. PENALTIES MAY ALSO BE ENFORCED WHERE COMPLAINTS ARE MADE AGAINST A TEAM AND/OR LEAGUE.

First Offence:	A \$150.00 fine will be issued to the client/league and you will be told to leave the facility immediately.
Second Offence:	A \$300.00 fine will be issued to the client/league and the client/league will lose priority in field bookings for the following season.
Third Offence or Failure to Pay Fines:	A \$500.00 fine will be issued and the client/league will immediately lose their field bookings for the remainder of the season and for the following season.

11.

Requests for the use of **scoreboard/s** must have prior approval. Clients must be trained in the operation of the scoreboards prior to being issued the scoreboard controls. These controls are to be issued and returned on the same day they are scheduled for use. Clients are responsible for any damages and/or restoration costs to the equipment.

12.

Security requirements for events must be agreed to by both Scheduling staff and the client. Any associated costs will be the responsibility of the client. When the municipality is involved, then such payment will be made in accordance with the Scheduling Office regulations.

13.

Prior approval is required for the **movement and/or installation of major** equipment in or around the facility for special events. For the installation of any tents, canopies, and/or temporary structures as well as the movement of any goals Facility Monitors must be in attendance and supervise the installation/movement in order to protect the All Weather surfaces and the equipment.

14.

Clients charging admission to events must receive prior approval.

15.

The municipality has entered into agreements for the provision of various **services, advertising, and sponsorships**. The client agrees to abide by the terms associated with these services, advertising, and/or sponsorships.

16.

Concessions/fund-raising opportunities for any event must receive prior approval. Clients are responsible for obtaining any/all required licensing and permits.

17.

Any accidents and/or injuries must be reported immediately to the Facility Monitor.

18.

The municipality is not responsible for lost or stolen articles of any participant or spectator while on site or in the parking lot.

19.

Clients must provide a copy of their Facility Rental Contract when requested by the Facility Monitor. Should a copy of a Contract not be readily available, please ensure that you have **the contact phone # of your League Administrator on hand in case of any scheduling conflicts**. If a client is not able to provide verification of facility use when requested, that client will be asked to leave the facility immediately.

The municipality reserves the right to:

- Cancel usage due to inclement weather and/or circumstances beyond the control of the municipality.

- Cancel a client from the facility for any reason. Where possible, rental time will be rescheduled immediately or lost time will be credited towards future use.

20.

Failure to adhere to the conditions of this contract and/or regulations will result in the immediate loss of the contract and/or future booking privileges.

21.

By accepting this contract, the client agrees to notify all participants of the 'Code of Conduct', accepts all responsibility for any damage to equipment, property or facilities caused by usage and/or damages or injuries sustained by participants or spectators and agree to indemnify Halifax Regional Municipality safe and harmless of any and all responsibility.

Organization/league name: (please print):

Authorized Client Representative: (please print):

Signature:

Date:

Staff Signature:

Date: