

# Diamond Rental Policies and Agreement



## Policies

1. All diamond rentals must be scheduled through Tremontion Parks and Recreation Department.
2. Diamonds should be rented and scheduled a minimum of 7 days in advance of desired rental period.
3. Diamond rental will not be **officially** scheduled until all fees are **paid in full**.
4. Diamond rental will not be scheduled until rental agreement has been signed.
5. A \$50 security deposit is required on each rental. Any damage done to the facility including costs of clean up and garbage removal will be subtracted from the security deposit. Deposit may also be retained in the event that the contract is not adhered to.
6. Renter must provide proof of a minimum of \$1,000,000 liability insurance policy for each rental.
7. Available rental dates will be determined by Tremontion Parks and Recreation. All city sponsored programs and events take priority over outside agency rental.
8. In the case of inclement weather, Tremontion Parks and Recreation may cancel rental dates and agreement. Diamonds that are not in playable condition as deemed by the Parks and Recreation Department shall not be played on. Rescheduling may take place, or rental money will be refunded.
9. The Parks and Recreation Department may refuse rental to anyone. Reasons may include but are not limited to: non-payment, abuse of facilities, sportsmanship issues, lack of supervision, disregarding policy, etc.
10. Alcoholic beverages, drugs and smoking are prohibited at all Parks and Recreation facilities.
11. All fields with light rentals must end by 10:00 p.m. with lights off by 10:30 p.m. unless preauthorized by the Parks and Recreation Department.
12. No outside concessions or merchandise will be sold on rental facilities, unless approved by the Parks and Recreation Director.
13. Renter or participants are not allowed to move base distances, pitching rubbers, etc. No painting, dragging, mechanical machines or altering of diamonds will be allowed. Hand rakes are allowed.
14. **FEE SCHEDULE:**
  - **\$5.00 per diamond per HOUR (does not include diamond preparation)**
  - or
  - **\$30.00 per diamond per DAY (includes one diamond preparation).**
  - Diamond preparation will be an additional **\$10.00** per diamond per preparation.
  - Lights for baseball/softball fields will be an additional **\$5.00** per hour per diamond.
  - Scoreboards may be rented if available. Scoreboard rental fee is **\$5.00** per diamond for each rental period. Scoreboard rental requires an additional \$200 refundable deposit per scoreboard. Scoreboard must be picked up prior to rental or Friday by 12:00 noon if rental is for Saturday. Scoreboard must be returned the next business day after rental in good condition to receive deposit back.
15. A one time diamond preparation is included for each **DAY** rental period. For a Saturday or Sunday rental, this may be done either Friday afternoon or Saturday morning.

## Agreement

Name of Renter: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Rental Date(s): \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Please write the time frame next to each diamond to be rented

Stevens East \_\_\_\_\_ Stevens West \_\_\_\_\_ Meadow North \_\_\_\_\_ Meadow South \_\_\_\_\_

N.P. North \_\_\_\_\_ N.P. South \_\_\_\_\_ N.P. Baseball \_\_\_\_\_

Bases set at \_\_\_\_\_ feet? Mound set at \_\_\_\_\_ feet? Fence set at \_\_\_\_\_ feet? Special notes: \_\_\_\_\_

# of days \_\_\_\_\_ x # of diamonds \_\_\_\_\_ x \$30 = \$ \_\_\_\_\_

**OR**

# of hours \_\_\_\_\_ x # of diamonds \_\_\_\_\_ x \$5 = \$ \_\_\_\_\_

# of diamond preps \_\_\_\_\_ x # of diamonds \_\_\_\_\_ x \$10 = \$ \_\_\_\_\_ (all day rental includes one prep.)

# of hours of lights \_\_\_\_\_ x # of diamonds \_\_\_\_\_ x \$5 = \$ \_\_\_\_\_ Time? \_\_\_\_\_

# of scoreboards \_\_\_\_\_ x \$5 = \$ \_\_\_\_\_

**TOTAL FEES FOR RENTAL: \$ \_\_\_\_\_**

Receipt #: \_\_\_\_\_ Deposit: Shred / Pick-up

Check when complete:

Proof of Insurance

\$50 security deposit

\$200 Per Scoreboard deposit

I agree to the following as stated above: (Sig. of Renter) \_\_\_\_\_ Date: \_\_\_\_\_

Tremontion City/Parks and Recreation \_\_\_\_\_

Date: \_\_\_\_\_