Benson Parks & Recreation Department

1204 N. Johnson Street, Civic Center
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Use of the Benson Parks & Recreation ball fields shall be governed by the following guidelines:

1. Any individual or group may reserve the ball field(s) and restrooms by posting a $50.00 cash deposit to cover clean-up and/or damage to the ball field areas or to the restrooms. Said deposit shall be returned if the ball field(s) and restrooms are cleaned up and not damaged by the users and it shall not be necessary for the Town of Benson to clean up or make repairs to said areas. Deposits not picked up after 90 days will be retained by the Benson Parks and Recreation Department.
2. The BPRD ball fields with restrooms (keys supplied) may be rented by any individual or group under the following fee schedule:

Resident		**Non-Resident**
$10.00 per hour/$70.00 per day	*Field rental*	*$15.00 per hour/$110.00 per day*
$15.00 per hour	*Use of lights*	*$20.00 per hour*
$25.00	*Field prep*	*$30.00*

3. Any group or individual renting/reserving a BPRD facility shall at no time charge admission for entrance to the grounds of the facility. The Benson Parks & Recreation Director or the designee must approve the sale of any goods or any type of fundraisers. If approved, all town, state and federal permits must be obtained to finalize the rental/reservation.
3. In no case shall any event last longer than 11:00pm on Monday through Saturday and no longer than 9:00pm on Sunday.
4. All reservations of the ball fields shall be made at least one week in advance of the time said rental is desired. The contract must be completed and the deposit and rental fee must be paid in full at the time of reservation.
5. At its discretion, the Town of Benson may require that the group or individual renting the BPRD ball fields provide qualified security personnel for the time said area is rented.
6. Parking is permitted in designated areas only. If any damage is done to the landscaping or property, the party listed below will be held responsible.
7. Alcoholic beverages are prohibited at the ball fields and on all other Town of Benson property.
8. Firearms are prohibited at the ball fields and on all other Town of Benson property.
9. Rental of the BPRD ball fields must have the final approval of the BPRD Director. X_____

❖ I have read the above and understand that either my organization or I will be held responsible for any damages to the BPRD ball fields and I release and agree to hold harmless the Town of Benson and its agents from any claim arising out of injury to any renter, spectator or participant.

Name: _____
(Group or Individual)

Address: _____

City, State, Zip: _____

Please circle ball field: CC1 CC2 Nance

Field fee:_____Light fee:_____Prep fee:_____

Total Due:_____

Date(s) Needed: _____

Time(s): _____

X_____
Renter's Signature Date

Phone Number: _____ (h) _____(w)

Number expected to attend event (participants & spectators): _____

Office Use Only

Date of Deposit: _____ Initials: _____(staff)

Return Date: _____ Initials:_____ (staff)
(Deposit)

Approval for the sale of any goods: _____ Initials: _____ (renter)

Fee Paid: Cash: _____ Check & #: _____

Receipt #:_____ Initial & Date: _____