



PARKER
C O L O R A D O
Parks and Recreation

Town of Parker Park, Shelter and Ball Field Use Policy

Rental Use Policy for Parks, Ball Fields, Trails, and Shelters

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Introduction

The Town of Parker currently maintains approximately 250 acres of developed parkland, more than 1,200 acres of open space and more than 30 miles of concrete and soft surface trails. The Town's expansive parks and trails system provides endless opportunities to enjoy this beautiful region of Colorado.

Several of the Town's park spaces, ball fields and shelters may be reserved for private parties and other group gatherings. This Park and Field Use Policy is provided to assist in short and long term park rental and use.

Rental Process

The Town of Parker makes its ball fields, parks, shelters, tennis courts and equestrian arenas available to the public for drop-in and rental use.

- Rental requests* can be made by submitting a Rental Request Form, found online at www.ParkerRec.com/parkreservations, to Bob Bullock.
 - Submit the form to PARKrentals@parkeronline.org or 18700 E. Plaza Dr., Parker, CO 80134, Att. Bob Bullock.
- Once appropriate payment has been submitted, a rental permit will be provided for renters and a copy must be with them at their event.

*All park areas are available for free drop-in use unless maintenance is being performed or the area has been previously reserved.

- **If a site has been permitted, the permit holder has priority over other users.**
- **Teams wishing to host practices on ballfields must do so by permit only. Drop in use is not available for organized team events.**

Provider Directory

| Provider | Contact Name | Number | Email |
|---------------------------------|-----------------|------------------------------------|--|
| Town of Parker | Bob Bullock | 303.805.6311 | bbullock@parkeronline.org |
| Douglas County Parks and Trails | Jackie Lopez | 720.733.6990 303.484.4865 (fax) | jlopez@douglas.co.us |
| Douglas County School District | Kay Livingstone | 303.387.0467 | Kay.livingstone@dcsdk12.org |

For a complete list of parks and trails in Parker and the proper authority, please refer to our website at www.ParkerRec.com.

General Hours of Operation for Parks

Town of Parker Parks are open from 6 a.m. to 11 p.m. daily.

- **Exception:** Railbender Skate and Tennis Park is open from 6 a.m. to 10 p.m. daily.

Curfew

It is unlawful to enter, use or occupy park lands between 11 p.m. and 6 a.m., except when such entry is authorized in writing by the Town.

It is unlawful to occupy parks when they are closed or the gates, doors or barricades are locked. This includes, but is not limited to fenced swimming pools, tennis courts, baseball fields and adjacent buildings that are closed or locked.

Light Curfews

Athletic lights (ball fields, tennis courts, equestrian arenas, etc.) are scheduled up to 10 p.m. with a final shut off time of 10:15 p.m. *Additional utility fees may be charged for lighted fields.*

The Town of Parker reserves the right to close an entire park as deemed necessary.

Emergencies

For after-hour park use emergencies contact the Parker Police Department at 303.841.9800 or call 9-1-1 if the circumstances warrant. Parker PD will contact the Parks staff or law enforcement personnel, if appropriate.

General Park Rental Use Policies

The renter will be responsible for the behavior of their participants and guests. If the Town deems behavior inappropriate, the renter will cease and desist from continuing such objectionable use and surrender the premise forthwith upon demand of the Town.

Rental Use

Park rentals must be used for designated purposes only. Subleasing, contracting or appointing any rented areas to another user is strictly prohibited. A \$500 fee, per occurrence, will be assessed should a violation occur. Field privileges may be revoked.

The renter must notify the Town of any activities that would be outside of typical venue usage.

Unless the entire Parker facility is rented, the Town may schedule other rentals or events in other parts of the facility that are not included in the rental agreement.

Reservation Priority

Rental requests that overlap will be prioritized in the following manner:

1. Town of Parker programs and residents with prior history of usage
2. Douglas County user groups with prior history of usage
3. New Douglas County user groups *without* prior history of usage
4. New non-Douglas County residents/groups *without* prior history of usage

Groups or individuals must remain in good standing with the Town of Parker.

Concessions and Marketing

No commercial concessions shall be operated or charged or donation request of any kind be made of the public on the premises, without prior approval from the Town.

Programs, circulars, pamphlets, handbills, etc., shall not be sold or given away or contain any advertising without prior approval from the Town of Parker.

Commercial Activity

It is unlawful to conduct any commercial activity, or provide any service, product or activity for which a fee is charged, on any park lands, except when such activity is authorized in writing by the Town.

Inspection

The renter is responsible for inspecting the premises prior to their scheduled event, and acknowledges by holding their event that the premises are safe and reasonably suited for the purposes of the permit. Should the renter deem the facility is unsafe, the renter should immediately contact the Town and the use of the facility may be terminated.

Lost and Found

The Town of Parker is not responsible for any belongings of persons using the facility. Lost and found items found in parks will be kept for a period of two (2) weeks unless the perceived value of the item is greater than \$100. Items with a perceived value of more than \$100 found in the parks will be taken directly to the Parker Police Department. The Town of Parker shall not be liable for any loss or damage to such property.

For Parks Lost and Found call Bob at 303.805.6311 between 9 a.m. and 5 p.m. Monday through Friday, or Tammi at 303.805.3244 between 9 a.m. and 2 p.m. Monday through Friday.

Weather Cancellation Policies

The Town reserves the right to close any field/park due to poor conditions. Renters failing to honor field closures will be assessed a \$500 fine and future use will be reevaluated. It is the responsibility of the field renter(s) to know the status of any given field by calling the Sports weather line at 303.805.3288.

The Town makes every attempt to notify renters of the field conditions prior to 5 p.m. Mondays through Fridays, or 7 a.m. on weekends. Notifications are placed on the weather line at 303.805.3288.

If inclement weather conditions occur after the times listed above, the renter must exercise his or her own discretion to cancel games and activities. If a renter begins their scheduled activity, no refunds will be issued for inclement weather.

Weather Safety (lighting, tornados, etc.)

The safety of participants, officials, and spectators is the primary concern in cases of inclement weather. The renter has the sole responsibility to remove participants from the field if conditions become dangerous.

Vandalism and Damage

Renters are responsible for any damage caused by their organization, participants, or spectators. The Town of Parker reserves the right to require additional policies, not currently specified, to assure the safety of its customers and preservation of its facilities. The Town reserves the right to employ security measures as deemed appropriate, at the renter's expense.

The facilities covered by this permit shall be left in a clean and orderly manner. A rate of \$50/hour/staff member, will be charged to the renter should additional clean-up be required that is outside of normal use.

Excessive damage to turf areas, infields or trash left on fields will result in an additional charge of \$50/hour/staff member to the renter group, **plus** the cost of materials and equipment to make any necessary repairs.

Snow Removal

Snow removal will not be provided and will not be allowed by renters. Failure to follow this policy will result in a minimum \$500 fine plus reimbursement for additional damages to any portion of the facility (as described above).

A second violation of this policy may result in all privileges being revoked.

Ball Field Use Policies

Ball Field Availability

Rental requests for ball fields will be accepted on January 2 of each calendar year.

- Fields will be available March 1 through November 30 each year.
- Field usage is from 3 to 10 p.m. Monday through Friday, and from 8 a.m. to 10 p.m. Saturday and Sunday, for all lighted fields.
- Curfew on fields without lights is at sunset each day.
- Exceptions to start times may be made with express consent from the Town of Parker.

Field Extras (Add-Ons, Equipment)

Lights

- Ball field lights are charged at \$30/field/day.
- Lights are controlled by an internet-based lighting system which automatically turns lights off and on according to the schedule given by the renter.
 - A phone number, username and password will be provided to seasonal users.
 - Lights will automatically shut off at 10:15 p.m., should usage be needed up to that time.
 - Renters must turn off lights if practices/games are completed prior to the lighting curfew.
 - ***User groups are not to rely on the automatic shut off feature if their rental ends early.***
- Failure to turn lights off at the appropriate time will result in a \$500 fine, per occurrence.
 - Each additional occurrence will increase the fine by \$50.
 - The Town reserves the right to revoke renter privileges.

Field Preparation

- Field preparation will be provided as requested for an additional fee:
 - Initial field prep: \$30/prep
 - Each additional field prep needed: \$50/prep
 - Any field prep needed outside the crews' normal work schedule: \$50 for the prep *plus* \$50/hour/person to cover Over Time
- All lining and dragging must be done by the Town of Parker employees.
- No motorized vehicles can be used on ball fields by users, unless otherwise authorized.

Scoreboards

Scoreboards may be included with the cost of the rental upon request. The renter must check out the remote control.

- Must be 18 or older to operate the scoreboards.
- The Town will make a good faith effort to have the panels & boards in working order but cannot be held responsible if malfunctions occur.

- Score panel operators must be provided by the renter who are required to attend a training conducted by the Town.
- Reimbursement for damage to scorepanels & scoreboards, other than normal wear and tear, will be the responsibility of the renter.
- Any lost or damaged remote will result in a \$500 charge.

Scorekeeper's Booth

- The scorekeeper's booth at Salisbury is available to rent at an additional charge.
- Keys will be issued to renters and must be returned to the Town at the end of the rental period.
 - Any lost, misused or damaged keys may result in a \$50 charge.
 - No lock is to be changed.
 - If any locks are cut, the Town will assess damages against the responsible renter and re-evaluate future use of fields.
- Each renter is responsible for removing trash and cleaning the booth after each use.

Park and Shelter Use Policies

Multi-Purpose Fields

Multi-purpose fields will be available for sports reservations from March 1 through November 30 each year. Rental requests fields will be accepted January 2 of each year.

These fields are open for other use year-round, unless the field is locked.

Field preparations are available as described above.

Picnic Shelter Permits

Shelters are available for reservation and use year-round. Picnic shelter permits are required for any planned event of 15, or more, participants at any shelter/pavilion. Organizations and businesses must obtain a permit prior to using shelters. Depending on the scope and attendance of the activity, a community events permit may be required.

Rental requests for shelters and pavilions will be accepted December 1 for the following year.

Specific park and shelter amenities can be found online at www.ParkerRec.com/parkamenities

Miscellaneous Use Policies

Railbender Tennis Courts and Outdoor Pickleball Courts

Groups looking to conduct special events, parties, company tournaments, etc. may rent these facilities by court per hour.

- Individual users may use the courts on a first come, first serve basis. A permit is not required unless a user wants to guarantee a specific court, date and time.

Equestrian Use Policies

The Town of Parker rents designated portions of Salisbury Equestrian Park upon request. The Town will retain overall jurisdiction and administration of the Park and will enforce all rules and regulations necessary for the proper management and operations of the Park and its facilities.

Horseback riding is allowed in equestrian areas only.

Tournaments and Special Events

Organizations shall make written requests to conduct special events. The written Park, Ball Field and Shelter Request Form should be received a minimum of 30 days in advance and should include the following:

1. The specific field(s) and park areas requested
2. Dates and hours of usage
3. Notification of use of additional portable toilet service
4. Need for additional structures, bleachers, tents, concessions, area fences
5. Need for additional maintenance: lines, heavy drag, mowing, trash clean up, etc.
 - a. Additional Parks staff may be provided at a fee of \$50/hour/person
6. Hourly rates are charged for all permits issued for tournaments and special events. Other fees may apply. Review the Town of Parker Community Event Permit Guide and the fee section within this policy.

5Ks, Bike Races, Cross Country Meets or Trail Rentals

Portions of the Town of Parker trail system are available to rent for special events. Organizations should contact Bob Bullock at 303.805.6311 to reserve the specific venue and/or section of trail(s) requested.

Fees are charged per participant. Fees are dependent on where a race originates. There is one fee for races that are held completely on Town of Parker trails and a separate rate for those starting in another jurisdiction.

All running and bike race events will require a community events permit completed at least 45 days in advance.

Community Events Permit

The Town of Parker Municipal Code, Chapter 10.08, requires that a Community Event Permit must be obtained from the Town before any group or individual can conduct an organized event on, or directly impacting, Town property or roadways within Town limits.

Any rental whose activities in the opinion of the Town warrants so, must complete an application for a permit **no more than 9 months** before the event, but **no later than 45 days before the event**. The Community Event Application fee varies by event and rental and other fees apply.

Specific information and pricing regarding Community Events and access to the application can be found online at www.ParkerOnline.org and additional information can be obtained by calling 303.841.0353.

Restrooms, Litter Receptacles for Special Events and Tournaments

Tournament and special events may require additional restroom facilities, trash cans and traffic control. It will be the **sole** responsibility of the renter to provide any additional portable restrooms, litter receptacles and traffic control, at its expense. All units must be removed as soon as the event has been completed.

The Town reserves the right to mandate these additional items based on size and nature of the event.

Payment Policies

Payment & Refund Policy

- Payment for limited use rentals must be made in full at the time of reservation.
- Payment for ongoing renters will be made at the season's end. An invoice will be provided with weather cancellations deducted from the total amount due.
- Payment can be made with a Credit Card, check, or cash. Customers may also pay online through their recreation account.
- Non-profit groups must provide proof of non-profit status in order for the Non-Profit rental rates to apply. Otherwise Community rates will apply.
- The Town of Parker reserves the right to cancel this agreement upon a 48 hour notice to the renter, or with as much notice as possible in case of an emergency. The renter receive a full refund.
- Failure to pay by the appropriate due date, will result in loss of rental privileges (current or future) for the individual or organization.

Payment for Special Events Requiring a Community Event Permit

- Events that require a Community Event Permit are subject to permit and application fees and deadlines.
 - Refer to the Community Event Permit found online at www.ParkerOnline.org for more details.
- In addition to permit and rental fees, a Program Displacement Fee may apply. These fees are determined on a case by case basis.

Cancellations and Refunds

- Limited Use Rentals:
 - Cancellation of permit must be made 7 business days prior to the scheduled rental.
 - A \$5 cancellation fee will be applied to the refund.
- Ongoing Rentals:
 - Once a renter has reserved fields and a permit has been issued by the Town of Parker, no cancellations or refunds will be given. The renter is responsible for all fees associated with the permit, even in the event the field/park is not used. **EXCEPTION:** Weather cancellations are refundable as described below.
- Inclement Weather Refunds
 - Refunds are not given based on weather forecasts.
 - If an event is cancelled due to weather and/or weather related facility conditions (i.e. unsafe field conditions), the cancellation must be communicated to the Town of Parker within 48 hours after the scheduled rental for a refund to be initiated.
 - If a renter begins their scheduled activity, no refunds will be issued for inclement weather, even if the game/event was cancelled later that day due to weather.

2019 Fee Schedule

The field permit fee guarantees the renter the reserved usage of the park, shelter or ball field. Park areas are available at no charge on a first come, first serve basis when not in use by permit.

User-Designations

- **Non-profit organizations** consist of: 501 (C)(3), HOA's, churches, schools, sports associations.

- **General public:** Local Community groups, individual rentals (i.e. company bbq)
- **For Profit Organizations**

Rental Fees – Multi-Purpose Fields

All multi-purpose fields have a 2-hour minimum rental requirement.

| Location | Non-Profit | General Public | For-Profit |
|----------------------------------|-------------------|-----------------------|-------------------|
| Auburn Hills Multi-Purpose Field | \$15/hour | \$18/hour | \$30/hour |
| Iron Horse Multi-purpose Field | \$15/hour | \$18/hour | \$30/hour |
| O'Brien Multi-Purpose Field | \$15/hour | \$18/hour | \$30/hour |
| Salisbury Multi-Purpose Field | \$15/hour | \$18/hour | \$30/hour |
| Tallman Multi-purpose | \$15/hour | \$18/hour | \$30/hour |
| Stroh Multi-Purpose Field West | \$15/hour | \$18/hour | \$30/hour |
| Stroh Multi-Purpose Field East | \$15/hour | \$18/hour | \$30/hour |

Rental Fees – Ball Fields

All ball fields have a 2-hour minimum rental requirement.

All rates listed below are per individual field.

| Location | Non-Profit | General Public | For-Profit |
|----------------------------|-------------------|-----------------------|-------------------|
| O'Brien Ball Field | \$15/hour | \$18/hour | \$30/hour |
| Salisbury Ball Field 1 | \$15/hour | \$18/hour | \$30/hour |
| Salisbury Ball Field 2 | \$15/hour | \$18/hour | \$30/hour |
| Salisbury Ball Field 3 | \$15/hour | \$18/hour | \$30/hour |
| Salisbury Ball Field 4 | \$15/hour | \$18/hour | \$30/hour |
| Iron Horse Ball Field 1 | \$12/hour | \$15/hour | \$25/hour |
| Iron Horse Ball Field 2 | \$12/hour | \$15/hour | \$25/hour |
| Iron Horse Ball Field 3 | \$12/hour | \$15/hour | \$25/hour |
| Tallman Meadows Ball Field | \$15/hour | \$18/hour | \$30/hour |
| BarCCC - Ballfield | \$15/hour | \$18/hour | \$30/hour |

Rental Fees – Shelter Rentals

All shelter rentals have a 3-hour minimum rental requirement.

| Location | Non-Profit | General Public | For-Profit |
|---|-------------------|-----------------------|-------------------|
| Auburn Hills Pavilion | \$12/hour | \$15/hour | \$20/hour |
| Bar CCC Pavilion | \$15/hour | \$18/hour | \$25/hour |
| Discovery Park Plaza | | \$30/hour | |
| Discovery Park Stage | | \$40/hour | |
| McCabe Meadows | \$12/hour | \$15/hour | \$20/hour |
| O'Brien Gazebo | \$15/hour | \$18/hour | \$25/hour |
| Salisbury East Pavilion | \$12/hour | \$15/hour | \$20/hour |
| Salisbury West Pavilion | \$12/hour | \$15/hour | \$20/hour |
| Railbender Skate and Tennis Park Pavilion | \$12/hour | \$15/hour | \$20/hour |
| Tallman Meadows Pavilion | \$15/hour | \$18/hour | \$25/hour |

Rental Fees – Tennis and Pickleball Courts

Individual users may use the courts on a first come, first serve basis.

Pickleball rentals are available at designated times only. Check with Bob Bullock for availability.

| Location | Non-Profit | General Public | For-Profit |
|---|-------------------|-----------------------|-------------------|
| Railbender Skate and Tennis Park Tennis Courts | \$10/hour/court | \$12/hour/court | \$20/hour/court |
| Outdoor Pickleball Courts | \$10/hour/court | \$12/hour/court | \$20/hour/court |

Rental Fees - Trail and Bike Races

All 5K and bike races will require a community events permit.

| Race Designation | Fee |
|---|-----------------|
| Races contained within Parker jurisdiction | \$4/participant |
| Races originated in another city/jurisdiction | \$2/participant |
| Douglas County School District | \$350/event |

Rental Fees - Equestrian Rentals (all located at Salisbury Equestrian and Sports Complex)

| Location | Non-Profit | General Public | For-Profit |
|---------------------------------|-------------------|-----------------------|-------------------|
| Rose Taylor Arena | \$65/day | \$70/day | \$90/day |
| Rose Taylor – Building Adjacent | \$30/day | \$35/day | \$55/day |
| Polo Field | \$65/day | \$70/day | \$90/day |
| White Arena | \$65/day | \$70/day | \$90/day |
| All Equestrian Facilities | \$170/day | \$180/day | \$200/day |

Additional Fees

- Use of Lights – one-time \$30 fee
- Use of Electric – one-time \$5 fee
- Ball Field Prep – Lining Only - \$15 fee per application
- Ball Field Prep – Dragging Only - \$15 fee per application
- Ball Field Prep – Lining *and* Dragging - \$30 fee per application/\$50 if overtime is required
- Multi-Purpose Field Prep – Lining Only - \$40 fee per application

Insurance for Rentals

The Town of Parker asks for insurance coverage for some rentals. Renters must be properly insured to protect themselves *and* to limit the Town’s liability if an issue arises that is directly associated with the rental. Insurance coverage requirements are outlined below.

Rentals that Do Require Insurance

- Insurance is required for any rental classified as a Community Event. See the Town of Parker Community Event manual for more information on what type of rental requires Community Event Permit.
- Private Events with a Third Party Vendor such as a company providing bounce houses, entertainer, activity provider (i.e. Dart Wars), etc.
- Equestrian Events
- A sport club, organization or business renting on an ongoing basis.
 - Ongoing is considered to be more than 5 rentals in a 12 month period.
- Rentals with activities that are not consistent with typical facility usage.

Rentals that Do Not Require Insurance*

- Private Events (under 100 people)

- Short term rentals of typical usage.
 - Short term is determined to be 5 or less rentals in a 12 month period.

*The Town of Parker reserves the right to require a certificate of insurance from any group or organization whose activities in the opinion of the Town warrants such coverage.

Insurance Requirements

- The required Commercial General Liability policy will be endorsed to include the Town of Parker, its officers and employees as Additional Insured.
- Commercial General Liability insurance must have a minimum combined single limit of \$1 million (\$1,000,000) each occurrence and \$2 million (\$2,000,000) aggregate.
- Evidence of workers compensation insurance of \$500,000 each accident, \$500,000 disease each employee, \$500,000 disease policy limit.
 - OR a Waiver of Workers Compensation Insurance if the renter has no employees. (form provided by the Town of Parker)

Liability and Indemnification

The Town shall not be liable for any loss, injury, death or damage to any person or personal property which may arise from the use or conditions of the Rented Property, including, but not limited to, loss, injury, death or damage resulting from the condition of the Rented Property, ice, water, rain, snow, gas, electrical wires, fire, theft or any other cause, during the term of the Rental Agreement or any renewal thereof. The Renter hereby expressly agrees to defend, indemnify and hold harmless the Town, its officers, agents, employees and insurers against any liability, loss, damage, demand, action, cause of action or expense of whatever nature (including court cost and attorneys' fees), which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity, which arises out of or is caused by reason of Renter's use or occupation of the Rented Property or Renter's failure to fulfill the terms and conditions of the Rental Agreement.

Parks, Trails and Open Space Rules and Regulations

The following rules apply at all parks, trails and open space, unless otherwise noted:

- No alcohol is permitted in Town of Parker parks.
- No glass containers.
- No Tobacco use is allowed within 50 feet of a playground. No tobacco or smoking of any kind at Railbender Park.
- Under Colorado state law (Colo. Const. Art. XVIII, Sec. 16(3)(d)), a person cannot consume/use marijuana "openly and publicly;" therefore a person cannot consume/use marijuana on any Town property, and it is a criminal violation.
- Motorized vehicles are restricted to parking lots and streets. The speed limit on all trails, roadways and parking areas within park lands is fifteen (15) miles per hour.
- Any unreasonably loud or unusual noise which seriously inconveniences other persons in the area shall be prohibited.
- No destruction or removal of Town property. This includes but is not limited to digging, golfing, damage to trees, etc.
- No littering or vandalism.
- All pets must be on a leash and under control. Please pick up after your pets.
- Respect wildlife. Keep your distance. It is unlawful to catch, trap, molest, harm, kill or chase any wild animals or birds, or their habitat.

- No hunting or fishing.
- No trespassing in enclosed or restricted areas. Please respect private property.
- No camping.
- Fires/grills are allowed in designated areas only.
- No discharging of firearms, fireworks, rockets or other explosive devices.
- No archery practice, unless it is within the setting of a structured class offered by the Town.
- No model aircraft or drones are allowed at Salisbury Equestrian Park or any park the Town deems unsafe.
- "Small unmanned aircraft may not operate over any persons not directly participating in the operation." **Therefore, no drone use is allowed at sporting or special events.** For all other parks, please refer to the summary of rules for Small Unmanned Aircraft set by the Federal Aviation Administration found at https://www.faa.gov/uas/media/Part_107_Summary.pdf.
 - The full summary for use of Drones within the Town of Parker can be found at www.ParkerRec.com/Trail-ParkPolicy
- Additional site-specific regulations are posted at parks.

For more information about Park Rules and Trail Etiquette, visit www.ParkerRec.com/Trail-ParkPolicy

Alcohol

Municipal Code 12.02.200 – Alcohol states: It is unlawful for any person to possess or consume alcohol beverages on park lands except in compliance with a special permit issued by the Town.

Tents and Structures

Tents, booths, stands, awnings, canopies, bounce house, etc. may be allowed **with** the express consent of the Town. Stakes cannot be driven into the grass to secure poles. Water, metal or sand weights may be used to secure poles.

Parking

Parking must remain in designated areas. Failure to comply may result in the permit being revoked and charges applied should damage occur.

Links to Rule Documentation:

Town of Parker Municipal Code: www.ParkerOnline.org/MunicipalCode

Park Rules and Trail Etiquette: www.ParkerRec.com/Trail-ParkPolicy

Skatepark Rules and Regulations: www.ParkerRec.com/SkateParkRules

Tennis Court Rules and Regulations: www.ParkerRec.com/TennisCourtRules

Town of Parker-Park and Shelter Rental Agreement

The Renter Agrees:

1. To use the fields for only the agreed upon dates, times and renters. Transfer of this agreement is not allowed.
2. To use the fields for only the agreed upon purpose.
3. To notify the Town of Parker (Town) of any activities that would be outside of typical venue usage.
4. That failure to use the requested field(s) could result in a loss of further reservations.
5. The Town reserves the right to adjust space assignment in order to accommodate the greatest number of organizations.
6. To be responsible for the behavior of participants and guests. Activities deemed unsafe or behavior deemed inappropriate by the Town will be discontinued immediately and the Renter will surrender the premise forthwith upon demand of the Town.
7. To collect and remove all trash, litter, debris, etc. from the park area assigned following each use. Should clean-up of the facility be required, additional charges may be incurred as outlined in the Parks and Field Use Policy.
8. All un-rented portions of the park shall be kept unobstructed by the Renter and shall not be used for any purpose other than ingress or egress to and from the premises.
9. Unless the entire Parker facility is rented, the Town may schedule other productions or events in other parts of the facility not included in the rental agreement.
10. Not to use any field/shelter if there is a danger that the surface will be damaged by playing on or after bad weather or other conditions have affected the field. **REMOVAL OF SNOW IS PROHIBITED**
11. The organization will be responsible for the repair and/or cost to repair any damage caused to the sprinkler system, turf, fences, or other areas of the park.
12. Equipment and furnishings in the Parker facility shall not be removed from the premises for any reason.
13. The Town reserves the right to employ security measures as the Town deems appropriate, at the renter's expense. Parker Police officers are available to contract for your event through the Parker Police department and can be reached at (303) 841-9800.
14. The Town reserves the right to require additional staff to be on duty when the rental group is in the facility. There will be a fee assessed if extra staff is required.
15. The Town of Parker is not responsible for any belongings of persons using the facility. Any property left on premises by the Renter shall, after a period of 14 days, be deemed abandoned and become the property of the Town. The Town shall not be liable for any loss or damage to such property.
16. To follow proper procedures and licensing ordinance if concessions of any kind will be sold. Sale of food or concession items *without* prior written consent of the Town is prohibited.
17. That during the use of the park, Renter will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of the person's race, color, or national origin.
18. To obey all Town of Parker Municipal Codes (including but not limited to):
 - 12.02.200 Unlawful consumption of alcohol beverages.
 - 12.02.040-12.02.060 Vandalism, litter and glass containers prohibited
 - 12.02.100 Motor vehicles prohibited on park lands.
 - 12.02.110 Illegal parking

Any material misrepresentation, as determined by the Town whether written or oral, by the renter, where the Town relied on such misrepresentation in allowing the rental, shall be grounds for the Town's immediate denial, termination or revocation of rental, and applicant may be prohibited from any future use of Town Recreation Facilities.

Failure to comply with any of the guidelines set forth on this page may result in being prohibited from renting any of the Town of Parker's facilities in the future.

Payment and Cancellations:

- The Town of Parker reserves the right to cancel this agreement and withdraw the permission hereby granted for just cause, or failure to comply with the Town's policies or guidelines.
- The Town of Parker reserves the right to cancel this agreement upon a 48 hour notice to the renter, or with as much notice as possible in case of an emergency. The renter will receive a full refund.
- *Limited Use Rentals:* Cancellation of permit must be made 7 business days prior to the scheduled rental. A \$5 cancellation fee will be applied to the refund.
- *Ongoing Rentals:* Once a renter has reserved fields and a permit has been issued by the Town of Parker, no cancellations or refunds will be given. The renter is responsible for all fees associated with the permit, even in the event the field/park is not used. **EXCEPTION:** Weather cancellations are refundable as described below.
- Refunds *will* be issued due to inclement weather. Weather cancellations must be communicated to the Town of Parker within 48 hours after the scheduled rental. No refunds will be issued once a rental has begun, even if the game/event was cancelled later that day due to weather.
- When a check is presented as payment to the Town of Parker (Town), you are authorizing the Town to either use information from your check to make a one-time electronic fund transfer (EFT) from your account or to process the payment as a check transaction. When the Town uses information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day the Town receives your payment, and you will not receive your check back from your financial institution. You may opt out of the electronic fund transfer conversion by writing -opt out- in the top left corner on the front of your check.

*I have, read, understand, and will communicate to the individual renters, all Parker Recreation Parks and Field Use Policies including the Park Rules and Regulations.

*I have read and fully agree with and accept all responsibility for the terms and conditions of this agreement.

*I hereby release and agree to hold harmless the Town and its representatives from all claims of liability for damages and/or injuries incurred in connection with any event or activity.

*Acceptance of the permit, and the holding of the event, denotes your acceptance of the terms and conditions of this agreement in lieu of a signed document.