



**FIELD REQUEST PERMIT  
INDOOR SPORTS ARENA FIELD**

**Indoor Sports Arena  
3608 S. Kipling Parkway  
Denver, CO 80235  
303-409-2444**

Date Received: \_\_\_\_\_  
Time Received: \_\_\_\_\_

Organization		Activity		# Participants	# Spectators
Name	Daytime Phone	Alternate Phone		Foothills ID #	
Address		City	State	Zip	Email

Date	Day	Time	Field Size	Rate/hr	Hours	Amount Due
				\$		\$
				\$		\$
				\$		\$
<i>(use back for additional space)</i>				<b>Totals</b>		\$

- No food is allowed in the Arena at any time.**
- The rental agreement is subject to change. Foothills Indoor Sports Arena has priority for all of its scheduled leagues. This rental could be changed or cancelled if a league needs the field time.**
- A non-refundable deposit of half the rental fees must be paid at the time of reservation
- All rental fees must be paid prior to use** unless stated otherwise in this agreement, a credit card may be used to hold a time slot, however the card will be charged for a cancellation.
- Cancellation is only permitted during NON-PRIMETIME periods (May – Sept) and within 48 hours of the rental. The only time a refund will be made is if the District closes due to adverse conditions.
- The Indoor Sports Arena **DOES NOT** have **heat or air-conditioning**. No refunds will be given if Lessee decides it is too cold or too hot after agreement is in place.
- Lessee agrees to comply with all applicable rules, regulations, and policies of Foothills Park & Recreation District. Any misuse may result in cancellation of this agreement.
- During the time the field and spectator area is being used by the Lessee, the Lessee is responsible for all accidents, injuries, **damages** or loss of property. Foothills and its designated representatives shall be held harmless from any and all claims resulting from the use by the Lessee.
- The field and spectator area used by the Lessee shall be left in a clean and orderly manner. A charge for services shall be made to the Lessee if Foothills is left responsible for clean up.
- The Lessee may not sell or authorize the sale of food or concession items without the written approval of Foothills.
- A copy of this agreement must be in the possession of the user at all times.
- Foothills Park & Recreation District does not permit any subletting of the field.**
- There is to be no paint or chalk put on the field by the lessee.

**Organization's Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Foothills Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office Use Only**

Credit Card Hold				Computer Entry	
Type	Number	Exp Date	Staff	Date	Staff
Payment info					
Date	Type	Amount	Balance	Staff	Notes:
		\$	\$		
		\$	\$		