

**FIELD REQUEST PERMIT – FOOTHILLS SPORTS ARENA**

3608 S Kipling Pkwy  
 Denver CO 80235  
 Phone: 303-409-2444  
 Fax: 303-409-2440



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

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

- In order to best safeguard its constituents, particularly its young public, the District is in compliance with the **Jake Snakenberg Youth Concussion Act** that became effective January 1, 2012. While the organization/renter is a private entity, by contracting with the District, it shares the same responsibility for compliance with this Act. As such, the organization/renter must employ its own means and methods to adhere to the Jake Snakenberg Youth Concussion Act, and by signing below the organization/renter state you are in compliance.
- No food is allowed in the Arena at any time. (This includes any kind of Sunflower Seeds)**
- The rental agreement is subject to change. Foothills 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 Foothills 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 the District.
- 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, unless authorized by Foothills.

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

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

**Office Use Only**

<i>Credit Card Hold</i>			<i>Computer Entry</i>		
<i>Type</i>	<i>Number</i>	<i>Exp Date</i>	<i>Staff</i>	<i>Date</i>	<i>Staff</i>

**LAST NAME:**

**FIRST NAME:**

**FH#**

**ORGANIZATION:**

**Notes:**

Date Booked (FH staff only)	Date (m/d/yy)	Day	Time	Field Size	Rate	Total Time	Amount Due	Date Paid	Method of Payment	Balance	Staff Initials	Notes (FH staff only)