

## Use Policy For Town of Mendon Athletic Fields

This policy establishes parameters for regularly scheduled use of athletic facilities on Town parklands. It ensures the use is appropriate for the venue, that the use respects the welfare of the neighborhood, and that the use of Town resources has public benefit.

### Requirements

1. Community Groups that want to use the athletic fields must obtain a Facilities Use Permit Application from the Recreation Leader or Town website.
2. Facilities Use Permit Applications will be considered by the Mendon Town Board when submitted with the appropriate fees. If approved, a Facilities Use Permit will be issued. It shall be understood that the Town Board has the sole authority to grant or reject requests for the use of Town of Mendon property.
3. All activities must be under strict supervision of the applicant.
4. The Recreation Leader shall be responsible for coordinating scheduling and presenting to the Town Board for approval.
5. Responsibility for safety and order must be assured by the applicant. Any damage shall be reimbursed by the organization using the facility.
6. Any group using Town of Mendon sports facilities are required to present a certificate of liability insurance, with the Town of Mendon listed as additionally insured. This requirement goes into effect on January 1, 2013.
7. Minimum insurance requirements are \$1,000,000 (one million dollars) per occurrence and \$2,000,000 (two million dollars) aggregate.

### Prohibited Uses

1. Facilities are not for use for profit making organizations for their personal or private gain.
2. Any use that includes an admission fee.
3. Use of facilities after dark.
4. Organizational use prohibited on Sundays and Mondays on rectangular fields. Softball fields may be used seven days a week.
5. There shall be no use, possession, sale or distribution of alcohol or controlled substances.
6. There shall be no smoking or use of tobacco products.

Fees will be approved annually by the Mendon Town Board.

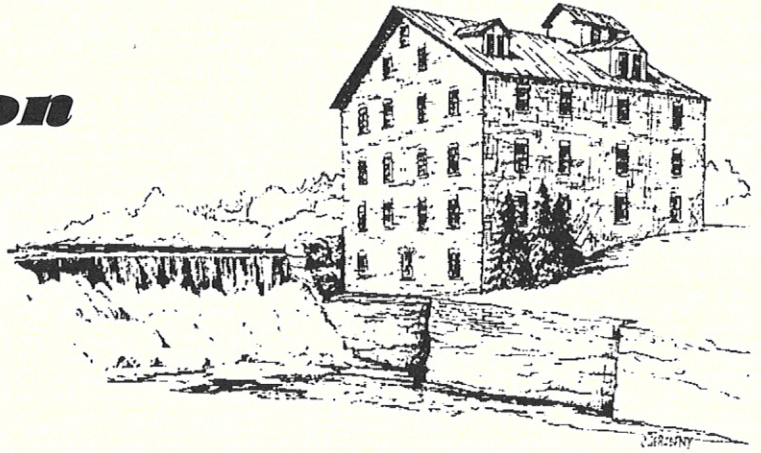
The Town of Mendon reserves the right to withdraw privileges of use from any persons and/or organizations.

*Adopted by the Mendon Town Board April 16, 2012.*

*Amended by the Mendon Town Board May 14, 2012.*

# ***Town of Mendon***

*Preserving the Past...  
Protecting the Present...  
Promoting the Future*



## Fee Schedule for Use of Town of Mendon Athletic Fields

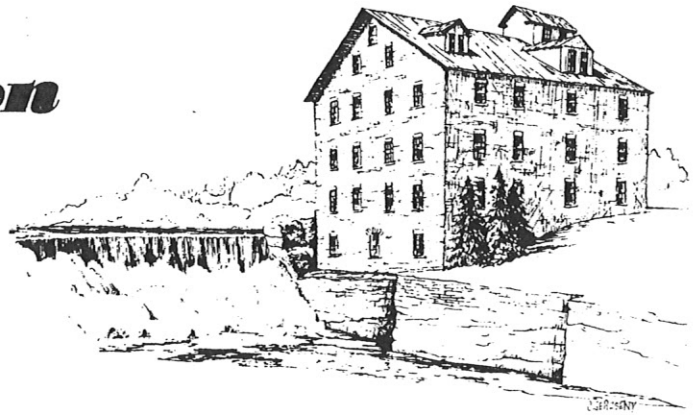
1. Fees are per league, per calendar year (January – December).
2. Fees are due upon application.
3. No application will be considered by the Town Board until a fee is received.
4. Fees will be adopted by the Town Board on an annual basis.
5. Fees are non-refundable.
6. Checks should be made out to the Town of Mendon. No credit/debit accepted.
7. There is a \$20.00 fee on all returned checks.

### Fees

\$100.00 – 1 (one) use per week.  
\$250.00 – average use of 2 (two) times per week.  
\$400.00 – average use of greater than 2 (two) times per week.

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## FACILITIES USE PERMIT APPLICATION ATHLETIC FIELDS

NAME OF ORGANIZATION: \_\_\_\_\_  
ORGANIZATION ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TYPE OF SPORT: \_\_\_\_\_  
NUMBER OF PARTICIPANTS: \_\_\_\_\_  
AGE RANGE OF PARTICIPANTS: \_\_\_\_\_

REPRESENTATIVE COMPLETING THIS APPLICATION: \_\_\_\_\_  
CONTACT PHONE NUMBER (CELL): \_\_\_\_\_  
CONTACT EMAIL ADDRESS: \_\_\_\_\_

DATES AND TIMES REQUESTED (ATTACH ADDITIONAL SHEETS AS NECESSARY):  
**THERE IS NO ORGANIZATIONAL USE ON SUNDAYS OR MONDAYS.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned states that they are a duly authorized representative of the organization named above and they take full responsibility for the adherence of their organization to the policies for the use of these fields as adopted by the Mendon Town Board.

\_\_\_\_\_

*For Official Use Only:*

Fee Received \_\_\_\_\_  
Insurance Forms Received \_\_\_\_\_