



Hampton Roads Soccer Council Rental Application

Hampton Roads Soccer Council
2276 Recreation Drive
Virginia Beach, Virginia 23456
757-368-4600
Travis@soccercomplex.org

Requesting Organization: _____ **Type of Event:** _____

Event Name: _____

Contact Name & Title: _____

Email: _____ **Phone:** _____

Address: _____ **City** _____ **State** _____ **Zip** _____

Estimated number of teams: _____ **Total estimated attendance:** _____

Youth/Adult (circle one) **Local/Regional/National** (circle one)

Date(s) of rental: _____ Small sided(65x40) \$55/hour qty: _____ (5)

Full Sized Field(110x70) \$55/hour qty: _____ (11) Turf Fields(115x75) \$125/hour qty: _____ (2)

Small Sided(80x50) \$55/hour qty: _____ (6) Lights (\$15/hour) # of hours _____ (turf only)

- Please provided HRSC with your schedule including hours of intended use for each field at the time of form submission.

Will your rental need any special markings or set-up? (if so, please attach diagram) Yes/No (circle one)

Will you have vendors? (if so, please attach list) Yes/No (circle one)

Required from applicant:

1. Balance is due 60 days prior to rental.
2. Certificate of Insurance indicating minimum of \$1 million liability naming HRSC as Certificate Holder
3. Signed Field Rental Agreement

Refund policy:

If event is cancelled 60+ days from event—75% of total balance will be refunded
 59-30 days from event—50%
 29-15 days from event—25%
 Less than 15 days from event—0%

APPROVAL PROCESS:

1. Submit rental application:
 - Mail/Drop off: Hampton Roads Soccer Council, 2276 Recreation Drive, Virginia Beach, VA 23456
 - Email: Travis@soccercomplex.com
2. HRSC Operations Committee will determine approval or denial based on conflicting events, effect on Complex, maintenance schedule and condition of fields. Notification could take 2-3 weeks.
3. The rental is not final until payment is received.

HRSC RESPONSIBILITIES & RIGHTS:

The Hampton Roads Soccer Council will provide the following for all approved field rentals:

- Exclusive use of the authorized fields during rental hours
- Freshly lined fields prior to first matches with all nets and goals secured, and corner flags.
- Clean and stocked restrooms
- Two trash cans per field with liners; trash cans for pavilions
- Groundskeeper on site at all times for field repairs and emptying of all trash cans.
- Picnic Pavilions & Meeting room use for Tournament Operations for events

HRSC authorized representative has the right to cancel any event or match, in whole or in part, if in their opinion field conditions exist that are dangerous to the players or are detrimental to the viability and maintenance of the turf.

All food & drink concessions rights remains with the Hampton Roads Soccer Council. All non-food concession vending, with vendor setup locations and product list, subject to approval from HRSC.

APPLICANT RESPONSIBILITIES & RIGHTS:

Tenant is responsible for the following:

- Payment 60 days prior to event
- All event operations – ie: schedules, scorekeeping, officials, awards, medical personnel, etc
- Insuring all participants & visitors at event abide by HRSC Rules & Regulations.
- Reimbursement to HRSC of expenses for additional setup, equipment and personnel requested.
- Installation of temporary banners, dasher boards or other event promotional equipment.
- All promotional exhibits & banners are subject to approval by HRSC prior to event.
- Reimbursement for any damages caused by or due to the operation of the tenant or any extra-ordinary grounds cleanup required following event.
- Certificate of Insurance indicating no less than \$1 million liability coverage.

Tournament Rental Applicant has rights to any non-food concession vending, with vendor setup locations and product list subject to approval from HRSC.

Hampton Roads Soccer Council General Rules & Regulations

These Rules & Regulations apply to all property at the Hampton Roads Soccer Complex, including fields, buildings, parking lots and common area.

- No littering or dumping allowed. Each team or field rental applicant is responsible for policing Complex for trash and depositing in appropriate receptacles. All areas used by applicant should be clear of trash following event.
- Goals are to be anchored at all times and are not to be moved at any time.
- No warm-ups or auxiliary play in goal mouths.
- No team practices allowed on fields at any time, except special circumstances specifically authorized by the HRSC staff.
- No dogs or other animals are allowed on HRSC grounds.
- No solicitations, flyers or selling permitted by either affiliate or non-affiliate individuals, clubs or organizations without written authorization from HRSC.
- All visitors must park in designated parking spaces only. No parking allowed along the street, around the center circle curb, over any curbs or along the berm of the parking lot. Security parking guard will allow admittance to center circle for event personnel, rescue, maintenance, deliveries, and handicap or HRSC permit vehicles only.
- No vehicles allowed on pathways except for emergency or maintenance vehicles.
- No unauthorized banners, dasher boards or promotional materials may be displayed except for team banners during their matches.
- Smoking, all tobacco products, alcoholic beverages and illegal drugs are strictly prohibited.
- No open fires, grills or cooking appliances allowed except by authorized concessionaire.
- HRSC Staff has the right to require the removal of any individual (player, coach or spectator) from the Complex grounds that violates any of the posted regulations or who poses a threat to others due to violent or unruly behavior.
- HRSC Operations Committee or authorized designate has the right to cancel any event or match, in whole or part, if in their opinion field conditions exist that are dangerous to the players or are detrimental to the viability and maintenance of the turf.

Additional Turf Field Rules:

- No spectators on turf at any time
- Only players, coaches, officials and trainers allowed within the fenced in area
- No food allowed (including gum, candy, nuts, or seeds)
- No glass containers of any kind
- Goals and benches are not to be moved
- No tents, chairs, stakes or poles on field

Additional Comments

I hereby agree to release, hold harmless, and indemnify the Hampton Roads Soccer Council from and against all loss, damage, claim, demand, liability, or expense by reason of any damage or injury to property or person which may be claimed to have arisen as a result of or in connection with the occupancy or use of said premises.

Signature _____ Date _____

A Certificate of insurance is required for all rentals. The renter shall provide the Hampton Roads Soccer Complex with a comprehensive general liability insurance policy (\$1,000,000) in which both the renter and Hampton Roads Soccer Council are named as an additionally insured, covering both bodily injury and property damage.

Applicant agrees to comply with all rules and regulations of the Hampton Roads Soccer Complex. Please sign and return this from with required documentation by email, or drop-off/mail.

By: _____ Signature _____
Organization Authorized Signature Date

For Staff Use Only

Field rental total _____

Lighting total _____

Additional fees _____

Contract total _____

Operations Committee

Weekly Field Schedule

Balance

Balance Amount _____ Balance Due _____

Staff Signature _____ Date _____ Contract _____