



**City of Thorold: Permit Application for use of Sports Fields & Amenities**

**Applicant-Group Name**

<b>(1) Account Administrator</b>	<b>Address</b>	<b>Postal Code</b>

<b>Email</b>	<b>Home</b>	<b>Mobile</b>

<b>(2) Account Administrator</b>	<b>Address</b>	<b>Postal Code</b>

<b>Email</b>	<b>Home</b>	<b>Mobile</b>

**Date & Time Details**

This application is for a:

- Single Rental**                       **Recurring Weekly Rental**

**Facility Usage Details**

<input type="checkbox"/>	<b>Monday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Tuesday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Wednesday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Thursday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Friday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Saturday</b>	DATE(S)	Times	Location/field/amenity:
<input type="checkbox"/>	<b>Sunday</b>	DATE(S)	Times	Location/field/amenity:

Please check this box to confirm you will send your requests in a separate email or document. Please note that all requests must include specific dates, times and locations or they may not be processed.

**Rental Description:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Youth Sports League | <input type="checkbox"/> Adult Sports League              | <input type="checkbox"/> Family/ Friend Game |
| <input type="checkbox"/> Child's birthday    | <input type="checkbox"/> Thorold Minor Sports Association | <input type="checkbox"/> Other               |

Total Number of teams \_\_\_\_\_ Total Number of participants \_\_\_\_\_

- Do you have your own insurance?**                      Please note, if you do not have insurance, an insurance fee will be automatically applied to your permit.

**City of Thorold Sports Fields**

<p><b>SOCCER</b></p> <p>C.E Grose Soccer Field <b>A</b></p> <p>South Confederation <b>B</b></p> <p>Rolling Meadows # 1 &amp; 2 <b>B</b></p> <p>Hutt Park <b>C</b></p>	<p><b>BALL FIELDS</b></p> <p>McMillan <b>A</b></p> <p>Sullivan <b>A</b></p> <p>P. Robinson Ball Field <b>B</b></p> <p>South Confederation # 1 &amp; 2 <b>B</b></p> <p>Allanburg # 1 &amp; 2 <b>B</b></p> <p>McAdam Park <b>C</b></p> <p>Village of Beaverdams <b>C</b></p> <p>Martin Street Park <b>C</b></p>	<p><b>FOOTBALL</b></p> <p>*FALL ONLY</p> <p>McMillan <b>A</b></p>
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**Park Amenities**

Richmond Street Bocce Court                      South Confederation Tennis Courts

Notes: The user will inspect the premise immediately prior to use and advise the municipality of any hazards or areas of concern requiring maintenance. This permit will include any mutually agreed upon dates and times for field usage.

**Notes & Special Requests:**

Personal information collected will be used for the purposes indicated only, in accordance with the Municipal Freedom of Information & Privacy Act. Questions regarding the collection of personal information may be directed to the Office of the Municipal Clerk.

**Important: SEE REVERSE SIDE FOR RULES AND REGULATIONS GOVERNING THE USE OF CITY OF THOROLD: ATHLETIC FIELDS, PARKS AND FACILITIES.**

"I hereby acknowledge and have read and understand the rules and regulations of this agreement and release the City of Thorold from all claims for damages arising from the use of the facilities listed."

\_\_\_\_\_  
(1) Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
(2) Signature of Applicant

\_\_\_\_\_  
Date

# GENERAL RULES AND REGULATIONS

## FOR THE USE OF CITY OF THOROLD ATHLETIC FIELDS, PARKS & FACILITIES

1. The City of Thorold does not accept any responsibility for personal injury or death of any person, or damage, or for the loss or theft of any article of clothing, personal belongings or equipment of the applicant or organization, or for anyone in attendance, and by applying for this Permit the applicant and the Permit Holder hereby waive all such claims as against the City.
2. The applicant shall indemnify and save harmless the Corporation of the City of Thorold from any and all liabilities, damages, costs, claims, suits or actions arising out of the use or occupation of the premises by the applicant, and such indemnification shall continue in effect after the expiry of this agreement with respect to any such matter arising during the occupation of the said premises by the applicant.
3. Alcoholic beverages are **NOT PERMITTED** in parks and athletic fields unless authorized by the City in accordance with the Municipal Alcohol Policy and Provincial legislation. Special Occasion Permits must be obtained for events with alcohol.
4. This permit may not be altered or transferred. Subletting times is not permitted as per policy.
5. All park and sport field users are expected to treat each other and staff with dignity and respect.
6. No cars other than service or emergency vehicles are allowed on parks and athletic fields not designed as roads or parking areas.
7. No changes or additions to electrical wiring are to be made without written permission. Requests must be submitted with this application, to the City of Thorold in ample time for implementation. All costs relating to these requests will be charged to the user.
8. Where additional costs are incurred for supplementary maintenance or damages, during use of parks or athletic fields, all such costs are to be borne by the user. The charges for all labour costs not normally provided by the City will be in accordance with the Union Agreement. Each group using the park or athletic field is expected to leave the area as clean as possible.
9. Sports Field Fees are as follows:

Type A Sports Fields (Adult): \$20.00/ hour	Hourly Lighting Fee (in addition to field rates): \$17.00/ hour
Type A Sports Fields (Youth): \$18.00/ hour	Thorold Minor Sports Rate (Excluding Tournaments & Lights): \$3.00/ players
Type B Sports Fields \$15.00/ hour	Regular Tournament Rate (A/B Field): \$185.00/ day
Type C Sports Fields \$0.00/ hour	Thorold Minor Sport Tournament Rate (A/B Field): \$140.00/ day
Bocce/ Tennis Courts: \$5.00/ hour	

\*Lighting Fees will be charged 30 minutes prior to sunset to end of the rental time.
10. The City of Thorold reserves the right to withhold athletic facilities or cancel permits for reasons such as; persistent use of closed facilities by permit holders, municipal strike, special events, non-payment of required fees, abuse of facilities or when facilities are deemed unsuitable for play by the City.
11. No refunds will be issued for withheld athletic facilities for reasons indicated previously in No. 10. All other requests for a refund will be based on an individual basis. A refund request form must be completed.
12. The user is responsible for any applicable taxes, such as Goods and Services Tax and any taxes imposed on the sale of tickets. All arrangements in regard to taxes on the sale of tickets are to be made directly with the Controller of Revenue for the Province.
13. Schedule changes and cancellations must be provided to staff in writing 7 days prior to the scheduled rental. Cancellations within the 7 days will be subject to regular rental fees.
14. If any damage has been caused by the group, it should be reported early the next morning to the City: 905-227-6613 ext. 403.
15. Special events such as tournaments, etc. must be arranged prior to the season opening and may not take precedence over a regularly scheduled game if inadequate notice is given for the change of such scheduled activities. All applications for Tournaments are also required to submit a Special Events Application.
16. Each person or organization shall provide a valid Certificate of Insurance naming the City of Thorold (3540 Schmon Parkway) as additionally insured to protect the City from any and all claims relating to any and all damages or injuries occurred by the use of the City's property, facility and equipment. Said policy shall have limits no less than \$2,000,000.00 per occurrence. Insurance may be provided by an external agency or purchased through the City of Thorold.
17. It is recommended that all teams or leagues have first aid kits available for use by their participants.
18. Copies of team schedules must be made available to City staff prior to the start of the season. Permits will be withheld until this information is provided.
19. The applicant agrees to only use the sport fields, park, and/ or amenities listed on their permit, and agrees that any additional requests or schedule changes be communicated in writing a minimum of 7 days prior to the rental date.
20. All Thorold Athletic Fields, Parks, and Park Amenities are smoke free, tobacco free, vape free and cannabis free. Park users must adhere to all local and provincial regulation. All smoking/ vaping cannot be done within 30 metres of municipal park property.
21. Sound or noise pollution that may be heard by adjacent residential units is prohibited unless approved by the City of Thorold.
22. Only the permit applicant(s) listed on this form may request changes to the permit.
23. Training exercises and drills must be limited to dedicated program spaces. Other parts of the facility, including, but not limited to pathways, roadways, club houses, playgrounds, pavilions, and common areas must not be used for training, meetings or programs unless requested through a permit application.
24. Rental times include set up and take down. If additional time is required, it must be included in the rental agreement. Fees will apply.
25. The Applicant shall provide the City of Thorold such proof as the City may from time to time require verifying:
  1. The authority of the Permit Holder to represent and bind the organization in contract.
  2. The financial responsibility of the organization if requested by the City of Thorold.
  3. A list of all participants and their home address.
26. Payment is due one week in advance of rentals.
27. Team representatives must be the first to arrive and last to leave the Facility. A designated adult must be on the premises at all times during youth programs. (i.e. coaches).
28. The City of Thorold shall have the unlimited authority and right to cancel or alter this agreement according to policy, but must provide reason. Notwithstanding any other terms of this agreement, the City of Thorold may make rules from time to time which shall be binding upon the organization.
29. It is the responsibility of the Permit Holder(s) to ensure all members, guests, and participants are familiar with the City's Terms and Conditions. The Permit Holder(s) is ultimately responsible for all actions of their guests.
30. Failure to comply with the above rules will result in loss of rental times. If an infraction occurs, User Groups will be given 48 hours to provide a letter to City Management detailing what actions will be taken to address said infraction. If a User Group fails to take action, a committee of Senior Staff will investigate any complaints due to non-compliance and issue a penalty to the group as follows:
  1. A warning will be issued by staff upon the groups first offence.
  2. Rental times will be cancelled for the offending group for 1 week with no refund upon the group's second offence.
  3. The group's permit will be revoked for the duration of the season upon the group's third offence.
31. Permits must be accessible while field is in use. Staff have the authority to request proof of permit at any time.

City of Thorold - Public Works & Community Services Department

Phone: 905-227-6613 EXT 403 Email: [community.services@thorold.ca](mailto:community.services@thorold.ca) Website: [www.thorold.ca](http://www.thorold.ca)

Applicant Initials

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